

OUTSTANDING ALS MOBILE TEACHER

1. Occupational Competence 70 pts.

1.1. Outstanding Competence - 70

1.1.1. Plan activities that are responsive to the needs and problems of the community - 5

1.1.2. Source-out funds from NGOs, LGUs and other organizations for the implementation of ALS programs/projects - 10

Estimated Amount of Donations (cash or kind)	Points
50,000 and above	10
31,000 to 49,999.99	8
21,000 to 30,999.99	6
11,000 to 20,999.99	4
1,000 to 10,999.99	2

1.1.3. Initiated literacy programs/projects - 10

Stages of Implementation	Points
Conceptualized	6
Started the implementation	7
Fully implemented in the school	8
Adopted in the district	9
Adopted in the division	10

1.1.4. Published articles on ALS program/projects (1 per article) – 5

1.1.5. Served as a Resource person/trainer/facilitator – 5

Level	Points
School	1
District	2
Division	3
Region	4
National	5

1.1.6. Develop community-based learning materials – 15

Indicators	Points
Conceptualized LMs	5
Developed LMs	8
Utilized in the learning center	10
Adopted in the district	12
Adopted in the division	15

1.1.7. Established functional data-based at the district/school level – 5

1.1.8. Conducted action research on community-based programs/project - 5

1.1.9. Percentage increase of A and E passers from the previous SY - 5

1.1.10. Percentage increase of ALS enrolment (basic, functional, A and E) - 5

2. Professional Advancement 20 pts.

2.1. Educational Attainment - 5

Level	Points
With MA units	1
With CAR in MA	2
MA degree holder	3
With doctoral units	4
Ph.D./Ed.D. degree holder	5

2.2. In-service training attended - 5

Level	Points
School	0.5
District	1
Division	2
Regional	3
National	4
International	5

2.3. Awards received - 10

Level	Points
School	1
District	2
Division	4
Regional	6
National	8
International	10

3. Professionalism and Personal Characteristics 10 pts.

(Refer to *Annex D: Professionalism & Personal Characteristics Rating Sheet* to be filled-up by the immediate head)

TOTAL - 100



OUTSTANDING SCHOOL PRINCIPAL
(Elementary and Secondary)

1. Managerial Competence 35 pts.

1.1. Level of School-Based Management Practice - 10

Level of Practice	Points
Level 3	10
Level 2	8
Level 1	5

1.2. Completion Rate (of the school managed in the previous school year) - 5

Range	Points
91% & above	5
87% to 90.99%	4
83% to 86.99%	3
79% to 82.99%	2
75% to 78.99 %	1

1.3. Retention Rate (of the school managed in the previous school year) - 5

Range	Points
91% & above	5
87% to 90.99%	4
83% to 86.99%	3
79% to 82.99%	2
75% to 78.99 %	1

1.4 Completion Rate (of the school managed in the previous school year) – 5

Range	Points
91% & above	5
87% to 90.99%	4
83% to 86.99%	3
79% to 82.99%	2
75% to 78.99 %	1

1.5 Dropout Rate (of the school managed in the previous school year) - 5

Range	Points
0	5
1% - 2.5%	4
2.6% - 4.5%	3
4.6% - 6.5%	2
6.6% - 8.5%	1

1.6 Transparency and liquidation

- 5

Updated transparency Board - 2.5

Liquidated monthly MOOE of the school for the last five months (Jan. – May) not later than 10th day of the succeeding month - 2.5

2. Professional Competence 45 pts.

2.1. Average rating for the last 3 rating periods - 10

Rating	Points	Rating	Points
4.9 – 5.0	10	4.1 – 4.2	6
4.7 – 4.8	9	3.9 – 4.0	5
4.5 – 4.6	8	3.7 – 3.8	4
4.3 – 4.4	7	3.5 – 3.6	3

2.2 Research and creative outputs, re-entry projects after attendance to seminars, conferences, workshops - 5

Level	Points
National	5
Regional	4
Division	3
District	2
School	1

2.3 Training and workshops organized - 5

Level	Points
National	5
Regional	4
Division	3
District	2
School	1

2.4. Published supplementary materials, articles, references and other papers – 5

Level	Points
National	5
Regional	4
Division	3
District	2
School	1

2.5 Professional Advancement - 5

Level	Points
Doctoral degree	5
CAR in doctoral degree	4
Master's degree	3
CAR in MA	2

2.6. Scholarship awarded in partnership with DepEd - 10

Level	Points
International	10
National	5

2.7. Awards, distinction received - 5

Level	Points
International	5
National	4
Regional	3
Division	2
District	1
School	0.5

3. Community Partnership (Outreach program and networking linkages: (LSB, PSB, PTA excluded) 10 pts.

Range	Points
1 Million and above	10
500,000 – 999,999.99	8
300,000 – 499,999.99	6
100,000 – 299,999.99	4
50,000 – 99,999.99	2



4. Professionalism/Personal Attributes 10 pts.
(Refer to Annex D: Professionalism & Personal Characteristics Rating Sheet to be filled-up by the immediate head)
- TOTAL - 100

OUTSTANDING PUBLIC SCHOOLS DISTRICT SUPERVISOR

1. Managerial Competence 30 pts.

1.1 Performance Average Numerical Rating for the last three (3) Rating periods - 20

Rating	Points	Rating	Points
5	20	4.5	10
4.9	18	4.4	8
4.8	16	4.3	6
4.7	14	4.2	4
4.6	12	4.1	2

1.2 Instructional Supervision - 10

Curriculum Implementation Management - 2.5

NAT MPS of assigned district achieved 90.6% and above	2.5
NAT MPS of assigned district achieved 86.6% - 90.5%	2
NAT MPS of assigned district achieved 82.6% - 86.5%	1.5
NAT MPS of assigned district achieved 78.6% - 82.5%	1
NAT MPS of assigned district achieved 75% - 78.5%	0.5

Curriculum Development, Enrichment, and Localization - 2.5

Supervisory Accomplishment Report achieved 90.6% to 100% of the target	2.5
Supervisory Accomplishment Report achieved 86.6% - 90.5% of the target	2
Supervisory Accomplishment Report achieved 82.6% - 86.5% of the target	1.5
Supervisory Accomplishment Report achieved 78.6% - 82.5% of the target	1
Supervisory Accomplishment Report achieved 75% - 78.5% of the target	0.5

Monitoring and Evaluation on Assessing Learning Outcomes - 2.5

Gathered result of assessment reports in his/her district and per school, per subject area, provided analysis of performance gaps and pointed out interventions to close the gaps	2.5
Gathered result of assessment reports in his/her district and per school, per subject area, provided analysis of performance gaps	2
Gathered result of assessment reports in his/her district, per school, per subject area	1

Monitoring and Evaluation on Learning Resource (LR) - 2.5

Facilitated submission of at least 1 LR to the national	2.5
Facilitated submission of at least 1 LR to the regional	2
Facilitated adoption of LR to the division (per LR but not to exceed 4 pts)	1.5
Facilitated adoption of LR to the district (per LR but not to exceed 4 pts)	1
Facilitated adoption of LR to the school (per LR but not to exceed 4 pts)	0.5

2. Outstanding Accomplishments 35 pts.

2.1. Outstanding Employee Award/Leadership in Organization - 5

Level	Points
School	1
District	2
Division	3
Regional	4
National	5

2.2. Innovations - 7

Stage	Points
Conceptualized	2
Started implementation	3
Fully implemented in the school	4
Adopted in the district	5
Adopted in the division	6
Adopted in the Region	7

2.3 Research and Development Practices - 8

Level	Points
Research conducted in the school	2
Research conducted in the district	4
Research conducted in the division	6
Research conducted in the regional	8

2.4. Publication - 5

Nature of Publication/Authorship	Points
Articles published in a school organ/newsletter (Per article but not to exceed 4 pts)	1
Articles published in a journal/newsletter/magazine of wide circulation (Per article but not to exceed 4 pts)	2
Co-authorship of a book	4
Sole authorship of a book	5

2.5 Consultation/Resource Speakership in Training/Seminars/Workshops/Symposia – 10

Level	Points
School	2
District	4
Division	6
Regional	8
National	10

3. Education and Training 10 pts.

3.1 Education - 5

Level	Points
Doctoral degree	5
CAR in doctoral degree	3

3.2 Trainings - 5

Level	Points
District	1
Division	2
Regional	3
National	4
International	5

4. Community Development 15 pts.

4.1. Outreach Programs - 10

Outreach programs/activities initiated/participated properly documented with narrative and pictorial reports attested by immediate superiors, division or regional officials.

Level	No. of Times	Points
School	3	3
District	2	3
Division	1	4
Regional	1	5

4.2. Networking/Linkages - 5

Served as instrument for sourcing of funds and other donations in kind for classroom and/or school facilities and/or activities properly documented with narrative and pictorial reports attested by immediate supervisors, division or regional officials.

Estimated Amount of Donations (cash or in kind)	Points
50,000 and above	5
31,000 to 49,999.99	4
21,000 to 30,999.99	3
11,000 to 20,999.99	2
1,000 to 10,999.99	1

5. Professional and Personal Characteristics - 10 pts.

(Refer to *Annex D: Professionalism & Personal Characteristics Rating Sheet* to be filled-up by the immediate head)

TOTAL 100

OUTSTANDING EDUCATION PROGRAM SUPERVISOR (Division level)

1. Managerial Competence 30 pts.

1.1 Performance Average Numerical Rating for the last three (3) Rating periods - 20

Rating	Points	Rating	Points
5	20	4.5	10
4.9	18	4.4	8
4.8	16	4.3	6
4.7	14	4.2	4
4.6	12	4.1	2

1.2 Instructional Supervision - 10

Curriculum Implementation Management - 2.5

Division NAT MPS of related subject area achieved 90.6% and above	2.5
Division NAT MPS of related subject area achieved 86.6% - 90.5%	2
Division NAT MPS of related subject area achieved 82.6% - 86.5%	1.5
Division NAT MPS of related subject area achieved 78.6% - 82.5%	1
Division NAT MPS of related subject area achieved 75% - 78.5%	0.5

Curriculum Development, Enrichment, and Localization - 2.5

Supervisory Accomplishment Report achieved 90.6% to 100% of the target	2.5
Supervisory Accomplishment Report achieved 86.6% - 90.5% of the target	2
Supervisory Accomplishment Report achieved 82.6% - 86.5% of the target	1.5
Supervisory Accomplishment Report achieved 78.6% - 82.5% of the target	1
Supervisory Accomplishment Report achieved 75% - 78.5% of the target	0.5

Monitoring and Evaluation on Assessing Learning Outcomes - 2.5

Gathered result of assessment reports in his/her district and per school, per subject area, provided analysis of performance gaps and pointed out interventions to close the gaps	2.5
Gathered result of assessment reports in his/her district and per school, per subject area, provided analysis of performance gaps	2
Gathered result of assessment reports in his/her district, per school, per subject area	1

Monitoring and Evaluation on Learning Resource (LR) - 2.5

Facilitated submission of at least 1 LR of related subject area to the national level	2.5
Facilitated submission of at least 1 LR of related subject area to the regional level	2
Facilitated adoption of LR of related subject area to the division (per LR but not to exceed 4 pts)	1.5
Facilitated adoption of LR of related subject area to the district (per LR but not to exceed 4 pts)	1
Facilitated adoption of LR of related subject area to the schools (per LR but not to exceed 4 pts)	0.5

2. Outstanding Accomplishments

35 pts.

2.1. Outstanding Employee Award/Leadership in Organization - 5

Level	Points
School	1
District	2
Division	3
Regional	4
National	5

2.2. Innovations - 7

Stage	Points
Conceptualized	2
Started implementation	3
Fully implemented in the school	4
Adopted in the district	5
Adopted in the division	6
Adopted in the Region	7

2.3 Research and Development Practices - 8

Level	Points
Research conducted in the school	2
Research conducted in the district	4
Research conducted in the division	6
Research conducted in the regional	8

2.4. Publication - 5

Nature of Publication/Authorship	Points
Articles published in a school organ/newsletter (Per article but not to exceed 4 pts)	1
Articles published in a journal/newsletter/magazine of wide circulation (Per article but not to exceed 4 pts)	2
Co-authorship of a book	4
Sole authorship of a book	5

2.5 Consultation/Resource Speakership in Training/Seminars/Workshops/Symposia – 10

Level	Points
School	2
District	4
Division	6
Regional	8
National	10

4. Education and Training 10 pts.

3.3 Education - 5

Level	Points
Doctoral degree	5
CAR in doctoral degree	3

3.4 Trainings - 5

Level	Points
District	1
Division	2
Regional	3
National	4
International	5

4. Community Development 15 pts.

5.1. Outreach Programs - 10

Outreach programs/activities initiated/participated properly documented with narrative and pictorial reports attested by immediate superiors, division or regional officials.

Level	No. of Times	Points
School	3	3
District	2	3
Division	1	4
Regional	1	5

5.2. Networking/Linkages - 5

Served as instrument for sourcing of funds and other donations in kind for classroom and/or school facilities and/or activities properly documented with narrative and pictorial reports attested by immediate supervisors, division or regional officials.

Estimated Amount of Donations (cash or in kind)	Points
50,000 and above	5
31,000 to 49,999.99	4
21,000 to 30,999.99	3
11,000 to 20,999.99	2
1,000 to 10,999.99	1

6. Professional and Personal Characteristics 10 pts.

(Refer to *Annex D: Professionalism & Personal Characteristics Rating Sheet* to be filled-up by the immediate head)

TOTAL 100

OUTSTANDING EDUCATION PROGRAM SUPERVISOR
(Regional level)

1. Managerial Competence 30 pts.

1.1 Performance Average Numerical Rating for the last three (3) Rating periods - 20

Rating	Points	Rating	Points
5	20	4.5	10
4.9	18	4.4	8
4.8	16	4.3	6
4.7	14	4.2	4
4.6	12	4.1	2

1.2 Instructional Supervision - 10

Curriculum Implementation Management - 2.5

Region's NAT MPS of related subject area achieved 90.6% and above	2.5
Region's NAT MPS of related subject area achieved 86.6% - 90.5%	2
Region's NAT MPS of related subject area achieved 82.6% - 86.5%	1.5
Region's NAT MPS of related subject area achieved 78.6% - 82.5%	1
Region's NAT MPS of related subject area achieved 75% - 78.5%	0.5

Monitoring and Evaluation on Assessing Learning Outcomes - 2.5

Recommended to the region at least 2 policy determining issues related to improving learning outcomes	2.5
Recommended to the region at least 1 policy determining issue related to improving learning outcomes	2
Recommended to the division at least 2 policy determining issues related to improving learning outcomes	1.5
Recommended to the division at least 1 policy determining issue related to improving learning outcomes	1
Drafted at least 1 policy determining issue related to improving learning outcomes	0.5

Monitoring and Evaluation of Programs & Projects - 5

Contextualized at least two M & E tool of Regional PAPs, utilized by RO monitors with analysis of reports and adopted by the RO and SDOs	5
Contextualized at least two M & E tool of Regional PAPs, utilized by RO monitors with analysis of reports	4
Contextualized one M & E tool of any PAPs, utilized by RO monitors with analysis of reports	3
Crafted at least two M & E tool of any PAPs and submitted to FTAD for utilization	2
Crafted one M & E tool of any PAPs and submitted to FTAD for utilization	1

2. Outstanding Accomplishments 35 pts.

2.1. Outstanding Employee Award/Leadership in Organization - 5

Level	Points
School	1

District	2
Division	3
Regional	4
National	5

2.2. Innovations - 7

Stage	Points
Conceptualized	2
Started implementation	3
Fully implemented in the school	4
Adopted in the district	5
Adopted in the division	6
Adopted in the Region	7

2.3 Research and Development Practices - 8

Level	Points
Research conducted in the school	2
Research conducted in the district	4
Research conducted in the division	6
Research conducted in the regional	8

2.4. Publication - 5

Nature of Publication/Authorship	Points
Articles published in a school organ/newsletter (Per article but not to exceed 4 pts)	1
Articles published in a journal/newsletter/magazine of wide circulation (Per article but not to exceed 4 pts)	2
Co-authorship of a book	4
Sole authorship of a book	5

2.5 Consultation/Resource Speakership in Training/Seminars/Workshops/Symposia – 10

Level	Points
School	2
District	4
Division	6
Regional	8
National	10

5. Education and Training 10 pts.

3.5 Education - 5

Level	Points
Doctoral degree	5
CAR in doctoral degree	3

Level	Points
District	1
Division	2
Regional	3
National	4
International	5

Level	No. of Times	Points
School	3	3
District	2	3
Division	1	4
Regional	1	5

Estimated Amount of Donations (cash or in kind)	Points
50,000 and above	5
31,000 to 49,999.99	4
21,000 to 30,999.99	3
11,000 to 20,999.99	2
1,000 to 10,999.99	1

TOTAL	100
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OUTSTANDING NON-TEACHING PERSONNEL LEVEL II
(Division and Regional levels)

This is open to all non-teaching employees in the schools, districts, schools division offices and the Regional Office with Salary Grade 10 to 21.

1. Performance Rating 30 pts.

Rating	Points	Rating	Points
4.9 – 5.0	30	4.1 – 4.29	22
4.7 – 4.89	28	3.9 – 4.09	20
4.5 – 5.69	26	3.7 – 3.89	18
4.3 – 4.49	24	3.5 – 3.69	16

2. Awards Received 10 pts.

Level	Points
School	2
District	4
Division	6
Regional	8
National	10

3. Innovations 10 pts.

Innovative and creative work plan, module or instructional materials, properly documented and approved by immediate supervisors, and attested by division or regional official.

Stages of Implementation	Points
Conceptualized	2
Started the implementation	4
Fully implemented in the school	6
Adopted in the district	8
Adopted in the division	10

4. Professional Development 35 pts.

4.1. Education - 10

Educational Level	Points
At least 18 MA units	2
At least 27 MA units	3
At least 36 MA units	4
CAR in MA	6
Master’s degree	8
CAR in doctoral degree	9
Doctoral degree	10

4.2. Training/Seminars/Workshops/Conferences attended - 10

Level	Points
School	1
District	2
Division	4
Regional	6
National	8
International	10

4.3. Consultant/Resource Speaker/Facilitator in Training/Seminars/Workshops - 10

Level	Points
School	1
District	2
Division	4
Regional	6
National	8
International	10

4.4. Publication/Authorship - 5

Nature of Publication/Authorship	Points
Articles published in a school organ/newsletter (Per article but not to exceed 4 pts)	1
Articles published in a journal/newsletter/magazine of wide circulation (Per article but not to exceed 4 pts)	2
Co-authorship of a book	4
Sole authorship of a book	5

5. Community Development 5 pts.

Outreach programs/activities initiated properly documented with narrative and pictorials attested by immediate supervisors, division or regional officials.

Scope of implementation	Points
Schools	2
District	3
Division	4
Regional	5

6. Professionalism and Personal Characteristics 10 pts.

(Refer to *Annex D: Professionalism & Personal Characteristics Rating Sheet* to be filled-up by the immediate head)

TOTAL 100

OUTSTANDING NON-TEACHING PERSONNEL LEVEL I (Division and Regional levels)

This is open to all Non-teaching level 1 personnel from the schools, districts, schools division offices and the Regional Office with salary grade 9 and below.

1. Performance Rating 45 pts.

Rating	Points	Rating	Points
4.9 – 5.0	45	4.1 – 4.29	36
4.7 – 4.89	43	3.9 – 4.09	34
4.5 – 5.69	40	3.7 – 3.89	32
4.3 – 4.49	38	3.5 – 3.69	30

2. Awards Received 5 pts.

Level	Points
School	2
District	3
Division	4
Regional	5

7. Innovations 10 pts.

Innovative and creative work plan, module or instructional materials, properly documented and approved by immediate supervisors, and attested by division or regional official.

Stages of Implementation	Points
Conceptualized	2
Started the implementation	4
Fully implemented in the school	6
Adopted in the district	8
Adopted in the division	10

8. Professional Development 25 pts.

4.1. Education - 5

Educational Level	Points
With MA units	1
CAR in MA	2
Master's degree	3
CAR in doctoral degree	4
Doctoral degree	5

4.2. Training/Seminars/Workshops/Conferences attended - 10

Level	Points
School	1
District	2
Division	4
Regional	6
National	8
International	10

4.3. Consultant/Resource Speaker/Facilitator in Training/Seminars/Workshops - 5

Level	Points
School	1
District	2
Division	3
Regional	4
National	5

8.4. Publication/Authorship - 5

Nature of Publication/Authorship	Points
Articles published in a school organ/newsletter (Per article but not to exceed 4 pts)	1
Articles published in a journal/newsletter/magazine of wide circulation (Per article but not to exceed 4 pts)	2
Co-authorship of a book	4
Sole authorship of a book	5

9. Community Development 5 pts.

Outreach programs/activities initiated properly documented with narrative and pictorials attested by immediate supervisors, division or regional officials.

Scope of implementation	Points
Schools	2
District	3
Division	4
Regional	5

10. Professionalism/Personal Characteristics 10 pts.

(Refer to *Annex D: Professionalism & Personal Characteristics Rating Sheet* to be filled-up by the immediate head)

TOTAL 100

**OUTSTANDING SCHOOLS DIVISION OFFICE
(Medium and Small)**

1. Performance Indicators **30 pts.**

Average for elementary & secondary levels

- a. Division NAT MPS - 5
- b. Division Completion Rate - 5
- c. Graduation Rate - 5
- d. Dropout Rate - 5
- e. Retention Rate - 5
- f. Accreditation & Equivalency Rate - 5

For a, b, c, e and f

Range	Points
90.6% and above	5
86.6% - 90.5%	4
82.6% - 86.5%	3
78.6% - 82.5%	2
75% - 78.5%	1

For d

Range	Points
0	5
1% - 2.5%	4
2.6% - 4.5%	3
4.6% - 6.5%	2
6.6% - 8.5%	1

6. Implementation of PRIME-HRM core systems **14 pts.**

2.1 Recruitment, Selection & Placement - 4

Percentage of the previous year's filled items for teaching, teaching-related and non-teaching items (natural vacant items, newly-created items) duly attested by the CSC - 4 pts.

% of Filled-Up Items	Points
99.6% - 100%	4
95.6% - 99.5%	3
90.6% - 95.5%	2
85.6% - 90.5%	1

2.2 Learning & Development - 4

Present evidence requirements on the following :

Indicators	Points
Composition of Personnel Development Committee with specific roles and functions duly disseminated to the Office	1
Minutes of the PDC Meetings relative to selection of nominees to L and D	1

intervention and/or scholarship grants for the previous year	
Pdf copies of Learning Action Plan (LAP) and Re-Entry Action Plan (REAP) of the previous year for training programs attended	1
Activity Completion Reports of the L and D training programs conducted in the previous year with the following contents: (Executive Summary, Activity Proposal, Office Memorandum, Activity Plan/Instructional Design, Facilitators' Session Guide, Letter of invitation to the speaker, Memorandum of Agreement/Contract/Terms of Reference, Confirmation letter from the Resource Person, Profile of the Resource Person, Analysis of the Pre- and post-test, Result of the QATAME online evaluation, Summary of Resource Persons' Ratings, Written documentation of the learning process (journal, reflection/learning insights, Learning Action Plan (LAP) and Re-entry Plan (REAP), Attendance sheets, Financial Utilization report & Pictorials)	2

2.3 Performance Management System - 3

Indicators	Points
Composition of Performance Management Team with specific roles and functions duly disseminated to the Office	1
Report of the four phases of Performance Management System implementation for the previous year, by SDO unit (MOVs: Minutes of the monitoring and coaching; documentation of the Performance planning, evaluation and rewarding, summary of ratings)	1
Consolidated pdf copy of the SDO employees' IDP for the current year	1

2.4 Rewards & Recognition System - 3

Indicators	Points
Composition of PRAISE Committee with specific roles and functions duly disseminated to the Office	1
Current year's of R and R activities planned and on-the-spot (MOVs: Plan & documented accomplishments)	1
Database of awards and awardees of the SDO proper, districts and schools from 2015 to present (division, region and national, international levels)	1

3. Percentage of private school applicants submitted on time their new/renewal of application of government permit to operate with complete requirements for the current year . 5 pts.

Percentage of Private Schools with complete requirements	Points
99.6% - 100%	5
96.6% - 99.5%	4
93.6% - 96.5%	3
90.6% - 93.5%	2
87.6 - 90.5%	1

4. 100% monthly downloading of MOOE to the schools for the previous' school year . 5 pts.

No. of Months with 100% downloading to school	Points
12	5

9-11	4
6-8	3

5. Utilization of the previous Calendar Year's Funds 6 pts.

- a. Obligation Rate (Obligation/Adjusted Allotment) - 3
b. Disbursement Rate (Disbursement/Obligation) - 3

Utilization Rate and Disbursement Rate of 90% and below will automatically be given zero (0) point.

The points for these items will be computed by subtracting 90% from the Utilization Rate and Disbursement Rate, multiplying the difference by 3, and further multiplying the product by 10%.

Example:

- a. Obligation Rate : 98%
(98-90) x 3 (0.10) = 2.4

b. Disbursement Rate : 95%
(95-90) x 3 (0.10) = 1.5

6. Percentage of Submission of Financial Reports 3 pts.

Percentage of Submission of Financial Reports	Points
89.6% - 100%	3
80.6% - 89.5%	2
70% - 80.5%	1

7. Percentage of Liquidation of all Cash Advances received in Prior Year (PY) 2 pts.

The points for this item will be computed by multiplying the % liquidation of all Cash Advances received in PY by the maximum number of points, i.e.:

% Liquidation x 2

Example:

$$\begin{aligned} &\% \text{ Liquidation : } 95\% \\ &0.95 \times 2 = 1.9 \end{aligned}$$

8. Procurement 5 pts.

- a. Timeliness of payment to service providers (in CY 2018) - 2.5

Indicators	Points
Payment to service provider at least 30 days from the completion of project/delivery of goods	2.5
Payment to service provider took 31-45 days from the completion of project/delivery of goods	1.5
Payment to service provider took 46 – 60 days from the completion of project/delivery of goods	1
Payment to service provider took 61 days to six months from the completion of project/delivery of goods	0.5

Means of Verification: copies of payment to service providers vis-à-vis activity completion reports in CY 2018

b. Zero Audit Observation Memorandum (AOM) re: procurement system - 2.5

Indicators	Points
Zero AOM re: procurement in 2018	2.5
1-3 AOM re: procurement in 2018	1
4 and above AOM re: procurement in 2018	0.5

Means of verification: Certification signed by the Division's COA Auditor

9. Submission of Reports 12 pts.

Reports/Documents	Points
PPRD Reports	1
HRDD Reports	1
ESSD Reports	1
ASD Reports	1
CLMD Reports	1
FTAD Reports	1

10. Percentage of school sites with Title 3 pts.

Percentage of School Sites with Title	Points
50% and up	3
40%-49%	2
30% - 39%	1

11. Zero complaint on Child Protection Policy 3 pts.

No. of Complaints	Points
0	3
1	2
2	1
3	0.5

12. Cases resolved in the Division 2 pts.

Percentage of Cases Resolved	Points
90% - 100%	2
80% - 89%	1
70% - 79%	0.5

13. Wins in the National and International Contest recognized or sanctioned by DepEd (current year) 10 pts.

Rank Obtained	Points	
	National	International
1	1.5	2.5
2	1	2
3	0.5	1

TOTAL 100

OUTSTANDING RESEARCHER

1. Evidence of the researcher's original scientific or research contributions to the academic field 20 pts.

The research work shall contribute to a new principle, theory, technology, concept, method, or technique. Qualified researches are those which are funded by the Basic Education Research Fund (BERF), investigatory projects in Mathematics, Science and other field of studies relative to the delivery of basic education. Thesis and dissertations as requirements for completion of degree studies are not considered.

Indicators	Points
Has completed 3 or more researches each year for the past three years	20
Has completed two (2) researches each year for the past three years	15
Has completed one research each year for the past three years	10

2. Documentation of the researcher's receipt of awards for outstanding achievement in the academic field 20 pts.

Citations, awards and other forms of recognition from the schools, divisions, region, national and international given to the research work (or the researcher/writer) within the last three years shall be taken into account. Each recognition is credited on the following basis, but not to exceed 20 pts.

Indicators	Points
International level	15
National level	10
Regional level	8
Division level	5

3. Documentation of research published and presented 20 pts.

Assessment shall be based on researches published (electronic or print of a reputable institution) in the last three years indicating the titles of journals where these works were published; papers presented in international conferences; unpublished reports of completed projects; and intellectual properties. Each research presented shall be credited on the following basis, but not to exceed 20 pts.

Indicators	Points
Published & presented a completed research in the international level	15
Presented a completed research in the international level	13
Published & presented a completed research in the national level	12
Presented a completed research in the national level	10
Published & presented a completed research in the regional level	9
Presented a completed research in the regional level	8
Published & presented a completed research in the division level	7
Presented a completed research in the division level	6
Presented a completed research in the school level (LAC session)	5

4. Documentation on the utilization of the research results 15 pts.

Extent of utilization of research results is verified through a Certificate of Recognition signed by the Schools Division Superintendent or the Regional Director for researches adopted in the regional level.

Indicators	Points
Adopted and utilized 3 or more researches' results each year in the regional level for the past three years	15
Adopted and utilized 2 researches' results each year in the regional level for	13

the past three years	
Adopted and utilized one research results each year for the past three years	11
Adopted and utilized 3 or more researches' results each year in the division level for the past three years	12
Adopted and utilized 2 researches' results each year in the division level for the past three years	10
Adopted and utilized three or more researches' results each year in the district level	10
Adopted and utilized two researches' results each year in the district level	8
Adopted and utilized one research results each year in the district level	6
Adopted and utilized three researches' results each year in the school level	4

5. Documentation of researcher's participation as a panel or judge of the work of others in the field of research 10 pts.

Certificate of Recognition that the researcher has participated as a panel or judge or as a Resource Person in research related activity sponsored by DepEd or other organizations within the last three years. (Cumulative points but not to exceed 10.)

Indicators	Points
Acted as Resource Person/Chairperson of the Board of Judges in a Regional level Research activity	8
Acted as a member of the Board of judges in a Regional level Research activity	6
Acted as Resource Person/chairperson of the Board of Judges in the division/provincial level research activity	5
Acted as a member of the Board of Judges in the division level	4
Acted as a Resource Person/chairperson of the Board of Judges in the district	3
Acted as member of the Board of Judges in the district level	2
Acted as Resource Person/chairperson of the Board of Judges in the school level	1

6. Average Performance Rating for the last 3 rating periods. 15 pts.

Rating	Points	Rating	Points	Rating	Points
5	15	4.4	10	3.9	5
4.9	14	4.3	9	3.8	4
4.8	13	4.2	8	3.7	3
4.7	12	4.1	7	3.6	2
4.6	11	4.0	6	3.5	1

TOTAL - 100



OUTSTANDING BRIGADA ESKWELA IMPLEMENTER
(Elementary and Secondary)

1. Scope of Work 30%

Scope of work is based on the school Brigada Eskwela plan and physical facilities repair and maintenance needs assessment such as Repair Works, Maintenance Works, New Improvements and Beautification/Landscaping/Learners Kiosk Installation that are identified/included in the School Annual Implementation Plan. The computation is based on the percentage of work completed multiplied by 30%.

2. Diverse Volunteer Participation 25%

The diversity of participation shall consider the group affiliation of volunteers with the following percentage assignment:

- a. Parent Volunteers – 15%
The computation is based on the number of parent volunteer turn-out over the targetted number of volunteer multiplied by 15%. The target parent volunteer participation is up to 200% of the learners’ population.
- b. Other volunteers – 10%
Target representative per group is 5 volunteers per entity to get 2 points, below 5 volunteers shall be given 1 point then multiplied by 10%.

NGAs and other government organizations and public corporators	LGUs (Brgy/ Municipality/ Provincial)	Community Involvement including NGOs and Professional Associations	Private Sector Involvement including corporate foundations and private schools	Pupil/Student Organization (SSG/SPG) Alumni Associations and other civil organization organizations
2	2	2	2	2

3. Generated Resources 15%

Elementary Level

Category	Number of Teachers (National)	Resource Generated (in pesos)
Small school	9 and below	99,999 and below
Medium school	10-29	1000,000-299,999
Large school	30-50	300,000-499,999
Mega school	51 and above	500,000 and above

Secondary level

Category	Number of Teachers (National)	Resource Generated (in pesos)
Small school	15 and below	99,999 and below
Medium school	16-30	1000,000-299,999
Large school	31-50	300,000-499,999
Mega school	51 and above	500,000 and above

The amount of resources generated shall include all donations-in-kind and equivalent amount of materials used to the scope of work accomplished during the *Brigada Eskwela* week and the equivalent amount of volunteer man-hour. IT shall also include all resources accepted after the steering and working committees were formed and commence to execute their functions as early as January 2019.

3 Alignment to *Brigada Eskwela* Theme 15%

The evaluation shall consider the alignment of the program implementation to the *Brigada Eskwela* theme.

- a. The evaluation shall consider the School Safety and Preparedness Guide - 21 points, computed as points meet /21x6%.
- b. The WASH in Schools shall consider the 12 activities and provisions, computed as points meet/12x6%.
- c. Advocacy on *Brigada Eskwela* theme translated into school overall experiences and learnings - 3%

4 Creativity and Innovation 10%

The evaluation shall be based on the presence of value added projects or unusual projects benefitting the schools and the learners e.g. medical and dental services, provision of school supplies and uniform, awareness/literacy campaigns, special services, among other projects. The criteria shall also consider the quantity of innovations, number of beneficiaries, and impact to access and quality.

5 Increment of Resources and Volunteers 5%

This criterion is determined based on the percentage of the increase of the current performance compared with the previous/last *Brigada Eskwela* accomplishments. For newly established school, the data for the first year of operation shall be the baseline.

TOTAL 100%

(Reference: Enclosure to DepEd Memorandum No. 36, s. 2019: 2019 *Brigada Eskwela* Implementing Guidelines)

OUTSTANDING "OK SA DEPED" PROGRAM IMPLEMENTER

This is open to all schools elementary, secondary (Junior/Senior High Schools) levels. Schools Division Offices are expected to nominate a school which best implements the *OK sa DepEd* Program.

1. School-Based Feeding Program (SBFP) & *Gulayan sa Paaralan* Program (GPP) . 23

A. Percentage of beneficiaries rehabilitated to normal status - 3

Indicators	Points
91-100% rehabilitated to normal status	3
81-90% rehabilitated to normal status	2
70-80% rehabilitated to normal status	1

B. Percentage attendance of beneficiaries - 2

Indicators	Points
85-100% attendance	2
70-84% attendance	1

C. Compliance to Guidelines – 5

A school shall be given 1 point for each indicator, if means of verification (MOV) is available.

Indicators	Points
Creation of SBFP Core group (School)	1
Nutritional assessment conducted	1
Food safety standard and menu followed	1
Daily feeding supervised by school head	1
Stringent practice of proper liquidation (RA 9184)	1

D. Vegetable Garden – 2

A school shall be given a point for each indicator based on MOV attached.

Indicators	Points
6-10 variety of vegetables planted	1
At least 50% of harvest channeled to feeding program	1

E. Family Home Garden of Feeding Beneficiaries – 2

Indicators	Points
90-100 % have family home garden	2
less than 90% have family home garden	1

F. Best Practices - 9

F.1. Boost the Essential Health Care Program -2

Indicators	Points
Deworming conducted (1 st and 2 nd Round)	1
Beneficiaries exhibit high sense of responsibility in doing the handwashing & toothbrushing activities before and after the feeding	1

F.2. Children's attitude towards feeding - 2

Indicators	Points
f.2.1 Beneficiaries show an orderly manner in the duration of the feeding and recite the grace and thanksgiving prayer before and after	1
f.2.2 Beneficiaries exhibit table manners, consume the food served, manage in bringing the utensils on the washing area and trained in washing & cleaning their utensils	1

F.3. Innovation/Documentation – 5

Indicators	Points
Presence & Completeness of MOVs (Cycle Menu, Market Form, WFP, PPMP/APP, Updated Liquidation Report, List of Beneficiaries with their updated nutritional status, SBFP Forms 1-4)	2
Involvement/Support of Parents and Community (proper documentation/recording of volunteers, practice and observation of proper attire, well-kept updated health certificate of volunteer/s)	1
Conduct of advocacy and social/resource mobilization activities and coordination with the barangay on livelihood trainings	1
Practiced proper waste segregation - Ecological Solid Waste Management – ESWM	1

2. National Drug Education Program (NDEP) 15

This refers to the nature and extent of Drug Abuse Prevention activities /projects initiated/implemented/organized. Indicate the number and support with documents.

A. Education - 3

Integration of Drug Abuse Prevention (DAP) concepts, components in Classroom Instruction (refer to lesson plans); Organizing seminar workshops on DAP; launching of BKD; Seminar/Capability-building conducted

Elementary Level (specify grade level/s)	3
Junior High School (specify grade level/s)	3
Senior High School (specify grade levels)	3

B. Organizations/Clubs (specify and present MOVs) – 2

Indicators	Points
Scope & Existence of learner's involvement (no. of months/year/s)	1
List of activities with pictorials	1

C. Intervention with MOVs - 2

Indicators	Points
c.1 Provision of Guidance and Counselling services, Peer Counselling	1.5
c.2 Referral Services / how many cases if any?	0.5

D. Information with MOVs - 2

Use of mass media/television/broadcast radio, films, slide presentations and exhibit -2

E. Alternatives - 2