

Republic of the Philippines

Department of Education REGION XI

SCHOOLS DIVISION OF DAVAO DE ORO

Office of the Schools Division Superintendent 2 4 MAY 2023

May 22, 2023

DIVISION MEMORANDUM No. 446, s. 2023

CALL FOR NOMINATION TO GiGa v3.0: GINTONG GALING AWARDS 2023

To: OIC-Assistant Schools Division Superintendent Chief, Curriculum and Implementation Division Division P.R.A.I.S.E Committee Members All PSDS/DCP All School Heads All Interested Personnel This Division

- 1. This Office, through the Human Resource and Development Section, calls for the submission of nomination documents for GiGa v3.0: Gintong Galing Awards 2023, a Division Program on Awards and Incentives for Service Excellence (PRAISE).
- 2. Submission of documents for the nominees shall not be later than **June 16, 2023** to the GiGa v3.0: Gintong Galing Awards 2023 *Secretariat* at the Schools Division Office, Capitol Complex, Brgy. Cabidianan, Nabunturan, Davao de Oro.
- 3. Enclosed are the guidelines and criteria for evaluation.
- 4. For information dissemination and compliance.

CRISTY C. EPE

Schools Division Superintendent

Encl.: GiGa v3.0 Guidelines and Criteria

Reference: None

FN: On the spot/HRDS/lrg



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Enclosure No. 1 to the Division Memorandum No. _____s. 2023

GUIDELINES OF THE DIVISION REWARDS AND RECOGNITION PROGRAM dubbed as GiGA v. 3.0: A GINTONG GALING AWARDS

in consonance to the DepEd Region XI ACHIEVEMENT OF GREAT INSTRUCTIONAL LEADERSHIP AWARD (AGILA) FOR PUBLIC SCHOOL TEACHERS, SCHOOL HEADS PUBLIC SCHOOLS DISTRICT SUPERVISORS AND DIVISION EDUCATION PROGRAM SUPERVISORS AND EXEMPLARY ACHIEVEMENT FOR GREAT AND LAUDABLE EMPLOYEES (EAGLE) 2023 FOR NON-TEACHING EMPLOYEES

I. Coverage

Anchored to the DepEd Order No. 9, s. 2002 entitled "DepEd P.R.A.I.S.E." in line with the Revised Policies on Employees Suggestions and Incentive Awards System (ESIAS) provided under CSC Resolution No. 010112 and CSC MC No. 01, s. 2001, the Division P.R.A.I.S.E Committee hereby establishes its own employees' suggestions and incentive awards system. To encourage, recognize and reward employees, individually or in groups, for their suggestions, innovative ideas, inventions, discoveries, superior accomplishments, heroic deeds, exemplary behavior, extraordinary acts or services in the public interest and other personal efforts which contribute to the efficiency, economy and improvement in government operations, which lead to organizational productivity.

As part of its rewards and recognition program, the Schools Division Office through the Division P.R.A.I.S.E Committee initiates an awarding mechanism dubbed as "GiGa: Gintong Galing Award which adopts the guidelines of the DepEd Region XI Achievement of Great Instructional Leadership Award (AGILA) for Public School Teachers, School Heads, Public Schools District Supervisors and Division Education Program Supervisors and Exemplary Achievement for Great and Laudable Employees (EAGLE) for Non-teaching Employees.

It is a search for all exemplary teaching and non-teaching personnel who have contributed indelible tint to the Schools, Learning Centers and Schools Division Office in promoting efficient and effective provision of basic education delivery.

The search is open to all Elementary and Secondary Teachers, School Heads, Public Schools District Supervisors and Education Program Supervisors and majority of non-teaching employees per category who are employed in the Department of Education, Region XI, Division of Davao de Oro.

II. Categories

AGILA and EAGLE Awards are considered as the most prestigious rewards and recognition program initiatives of Region XI. Its prime objective is to give **RESPECT** and **HONOR** to worthy individuals in public service in SDOs and schools as duly recognized notable recipients of great service.

The awards are categorized into two (2) as:

- **A. A.G.I.L.A.** (Achievement of Great Instructional Leadership Award)
 - For Public School Teachers, School Heads, Public School District Supervisors and Division Education Program Supervisors

No.	Category
A. Teac	
A.1 Elem	entary and Secondary
1.1	· · · · · · · · · · · · · · · · · · ·
1.2	Grades 1-6
1.3	Multi-grade
1.4	Junior High School
1.5	Senior High School
A.2 Mast	er teacher
2.1	Master Teacher (ELEM)
	Master Teacher (JHS)
	Master Teacher (SHS)
A.3 Inclus	sive Education \
3.1 AI	LIVE
3.2 SI	PED
	LS – DALSC
3.4 AI	LS-Mobile Teacher
3.5 IP	
B. SCHO	OOL HEADS
D 1 E	Elementers ()
	Elementary Secondary
1	ntegrated School
	Stand-alone (SHS)
	Statid atolic (S115)
Note: DO	CP nominees shall be at School Head's category, not in the PSDS.
11000120	July 10, 100 C, 100 M 20,
C. Public	Schools District Supervisor
C.1_PSI	
	on Education Program Supervisor
(D.1 E	
	\Total = 19

E.A.G.L.E. (Exemplary Achievement for Great and Laudable Employees

1. For Non-teaching Employees

No.	Category
1	Accountant (1 and III)
2	Administrative Officer (1-V)
3	Attorney (1-III)
4	Project Development Officer (1-III)
5	Senior Education Program Specialist (SEPS)
6	Education Program Specialist II (EPSp II)
7	EPSp II – ALS
8	Information Technology Officer 1

9	Planning Officer
10	Administrative Assistant (1-VI)
11	Admin Aide (1-VI)
12	Driver
13	Medical Officer
14	Dentist
15	Nurse
16	Engineer
17	PDO 1 (Youth Formation Coordinator)
18	PDO II (DRRM)
	Total =18

III. Qualifications:

The nominees must meet the following criteria:

- 1. Employed in the Department of Education with appointment /designation indicating recent status of the candidate for at least three (3) years in the public service.
- 2. Must not be a national and regional AGILA/EAGLE awardee as most outstanding/First Place winner in the previous/competition/search.
- 3. Have been rated with at least very satisfactory performance for the last three years based on the IPCRF rating.
- 4. Have not been found guilty of any administrative or criminal offense involving moral turpitude and no pending administrative or criminal case at the time of nomination.
- 5 Have rendered a minimum of five (5) years length of service with plantilla position or co-terminus as the case maybe. Moreover, the nominee must not have incurred leave of absence for more than two (2) years prior to nomination.
- 6. Have been validated by the regional validation team, with an "Advanced" SBM level III of practice (for School Heads) once the moratorium of the SBM validation be lifted.

IV. Criteria for Evaluation

A. Teaching Category (A.1)

		Indica	tor			Points
1. Perform periods	ance Rating	(Duly signe	d IPCRF) for	the last tw	o (2) rating	15
	standing (15) Satisfactory ((10)				
(Said accimplement	nt Accomplis complishment nted and utilize ubmit appropr	is approved ded)				20
Indicator	5	4	(73)	2		
Availability of Data Presented on the Identified	Clarity, Factual reliability and uniqueness of specific	Clarity, factual-of specific data presented in fostering	Clarity, factual data presented in fostering learning	Clarity, factual data presented	Not clearly presented	
PAPs	data presented in fostering learning	learning				5
Presentation of a data	Graph in a detailed presentation Results analyzed according to situation and interpretatio n of the results in fostering learning	Graph in a detailed presentation; Results analyzed according to situation of the results in fostering learning	Graph in a detailed presentation of the results in fostering learning	Data Presented in fostering learning	No Data presented	5
Applicability	Relevance, suitability, appropriate ness of the pertinence relative to fostering	Relevance and suitability of the pertinence relative to fostering	Relevance of the pertinence relative to fostering learning	Relevance of the pertinence presented	Somewhat related	5
	learning	learning				5

3. Impact of Accomplishments in the Improvement of students Learning Outcomes 3.1 Percentage of the improvement on the students learning outcome 100-95% = 25 points; 94-90%=20 points; 89-85%=15 points; 84-80% = 10 points; 79-75% = 5 points 4. Innovations in Basic Literacy and Transformational Education 4.1 Crafted and approved innovation duly signed by the concerned authorities 15 10 5 16 10 5 17 10 10 10 10 10 10 10 10 10 10 10 10 10	Replicability	,	Replicated the Result to intended school and district levels of governance.	only to school level of	Replicated the result	seemingly replicated	
4. Innovations in Basic Literacy and Transformational Education 4.1 Crafted and approved innovation duly signed by the concerned authorities Indicator Score/Points Indicator 15 10 5 Crafted and approved innovations innovation duly signed by the concerned authorities Implemented Employed in SDO Employed in School or District Classroom Level Implemented Level 15 16 17 18 19 19 10 a. Major Awards/Citations/Recognition received from any of the Awarding Bodies listed below: • CO/RO/SDO/Division/District/School/Unit. • Major Award refers to the highest award or recognition received by the nominee recognized/endorsed by DepEd. International=10; National=8; Regional=6; Division=4; District/School	Learnin : : : : : : : : : : : : : : : : : : :	g Outcomes 3.1 Percentag outcome	ge of the imp	provement on	the stude	nts learning	25
Crafted and approved innovation duly signed by the concerned authorities Implemented/ bevel bevel innovation Implemented/ bevel bevel bevel innovation Implemented/ bevel bevel bevel bevel innovation Implemented/ bevel bevel bevel bevel bevel bevel bevel bevel bevel innovation Implemented/ bevel	4. Innovat	ions in Basic	and approv	>/ //			30
school or District Level 5. Awards a. Major Awards/Citations/Recognition received from any of the Awarding Bodies listed below: • CO/RO/SDO/Division/District/School/Unit. • Major Award refers to the highest award or recognition received by the nominee recognized/endorsed by DepEd. International=10; National=8; Regional=6; Division=4; District/School	Crafted and approved innovation du signed by the concerned	4 or i	nore 2-3	10∨			15
 a. Major Awards/Citations/Recognition received from any of the Awarding Bodies listed below: CO/RO/SDO/Division/District/School/Unit. Major Award refers to the highest award or recognition received by the nominee recognized/endorsed by DepEd. International=10; National=8; Regional=6; Division=4; District/School	utilized innovation	Level	Scl	hool or District			
TOTAL 100%	a. Majo Awar • • <i>Inter</i>	r Awards/Cirding Bodies li CO/RO/SD Major Awar received by	o/Division/industrial refers to the nomine	District/Schoothe highest e recognized/	ol/Unit. award or endorsed by	recognition y DepEd.	

B. **Teaching-Related Category** (School Heads, Public School District Supervisors and Division Education Program Supervisors)

, ,		Indica	tor			Points
periods c. Outs	tance Rating (tanding (15)) Satisfactory (1	, , ,	OPCRF) for	the last tw	o (2) rating	15
(Said ac impleme	ant Accomplish complishment nted and utilized ubmit appropri	is approved 1 l)	ering Learning by duly cons	ng for the partituted author	st two years rities and is	15
Indicator	5	4 '	3 (1	2		
Availability of Data Presented on the Identified PAPs	Clarity, Factual reliability and uniqueness of specific data presented in fostering learning	Clarity, factual of specific	Clarity, factual data presented in fostering learning	Clarity, factual data presented	Not clearly presented	5
Presentation of a data	Graph in a detailed presentation; Results analyzed according to situation and interpretation of the results in fostering learning	Graph in a detailed presentation, Results analyzed according to situation of the results in fostering learning	Graph in a detailed presentation of the results in fostering learning	Data Presented in fostering learning	No Data presented	5
Applicability	Relevance, suitability, appropriatene ss of the pertinence relative to fostering learning	Relevance and suitability of the pertinence relative to fostering learning	Relevance of the pertinence relative to fostering learning	Relevance of the pertinence presented	Somewhat related	5
Replicability	Replicated the Result to various levels of governance: School, District, SDO etc.	Replicated the Result to intended school and district levels of governance.	Replicated the Result only to school level of governance	Replicated the result	seemingly replicated	5

Outcomes 3.1 outcome	Percentage of th	ne improvement on the	ne students learning	
00-95%- =30 points 75% =10 points	s; 94-90%=25 poin	ts; 89-85%=20 points; 8	34-80% =15 points; 79-	
	and approved	y and Transformation		30
Indicator		Score/Points		
Crafted and ' approved innovation duly signed by the concerned authorities	4 or more innovations	2-3 innovations	1 innovation	15
Implemented/ utilized innovation	Employed in SDO-Level	Employed in School or District Level	Employed in the Classroom Level	15
Bodies lis	ted below: /RO/SDO/Divisi jor Award refer	ecognition received from on/District/School/Ur s to the highest aw ninee recognized/endor	nit. vard or recognition	10

C. For Non- Teaching Employees

		Indicate	or		·	Points
1. Performano periods.	e Rating (Du	ly signed IP	CRF) for the	last two (2) ra	ting	15
	tanding (15) Satisfactory (10)				
2. Significant Efficiency	Accomplishm	ent in ensu	ring Organiza	tional Effective	veness and	25
• Subm	it appropriate	MOVs				
Indicator	5	4	3	2	1	
Participation on workforce engagement in the organization	Exhibits several outputs of an employee productivity in a specific period; Create and support an inclusive culture for retention, and motivation in ensuring Organizatio nal Effectivenes s and Efficiency	Exhibits several outputs of an employee productivity in a specific period; Create and support an inclusive culture for retention in ensuring Organizatio nal Effectivenes s and Efficiency	Exhibits several outputs of an employee productivity in a specific period in ensuring Organizatio nal Effectivenes s and Efficiency	Exhibits few outputs of an employee productivity in a specific period in ensuring Organization al Effectiveness and Efficiency	Not clearly presented the innovation of the proposal	5
Accountability	Intensifies the charism of engaging daily performance task assigned, delegated and tracked in ensuring Organizatio nal Effectivenes s and Efficiency	Intensifies the charism of engaging daily performance task assigned and delegated in ensuring Organizatio nal Effectivenes s and Efficiency	Intensifies the charism of engaging daily performance task assigned in ensuring Organizatio nal Effectivenes s and Efficiency	Performing under mediocrity level of performance	More Likely	5

Contribution and Performance satisfaction in an organization	Contributes effectivenes s and efficiency of the initiated program/pr oject on how this significantly affect the organization	Contributes effectivenes s of the initiated program/pr oject on how this significantly affect the organization	Contributes efficiency of the of the initiated program/pr oject on how this significantly affect the organization	Shows lack of effectivity and efficiency of of the initiated program/project to an organization meet its goal	More Likely	5
Presented the initiated PPAs for the Employees Learning Experience	Covers, presents, and implements PPAs' significant learning experience to address needs of workers to every aspect and interaction within organization	Presents and implements PPAs' significant learning experience to address needs of workers to every aspect and interaction within organization	Implements PPAs' significant learning experience to address needs of workers to every aspect and interaction within a company	Shows incomplete presentation of the implementati on process	Submitted the program and activities as approved by the duly constituted high authorities	5
Personnel Performance and Output	Directly affects, influences and works on his/her program/pr oject 'contribution to the efficiency and results of an office	Directly affects and influences his/her program/ project 'contribution to the efficiency and results of an office	Directly affects his/her program/ project 'contribution to the efficiency and results of an office	Indirectly affects his/her program/ project 'contribution to the efficiency and results of an office	Presented the outputs	5

VII. Evaluation Process

- 1. The nominees shall submit their pertinent papers in two (2) hard photocopy folder of their significant achievements to the District Selection Committee (DSC) for the District level GiGa Search after which the District Office may conduct the District GiGa Awarding ceremony.
- 2. The District Office shall then indorse the documents of the District winners to the Division Selection Committee (DSC) on June 16, 2023 (please see attached DSC by Category) headed by the Assistant Schools Division Superintendent as the overall

Chairperson and they shall evaluate the documents to come up for the five (5) shortlisted nominees, only top three winners will be awarded.

- 3. Consequently, the conduct of the virtual/on-site validation will be on July 10-21, 2023 to come up with the top three (3) winners in the Division level search for each category of the GiGa v 3.0: Gintong Galing Award which will then be deliberated and declared within July 27-28, 2023; and
- 4. The Division Office shall award the Certificate of Recognition to all winners and nominees.
- 5. The Division Office shall award the top three winners per category with a Certificate and Plaque of Recognition and token.
- 6. Virtual platform and link will be announced later for the awarding ceremony, if it will be done online.
- 7. The Division Screening Committee (DSC) will use the set standard-ranking system of the Regional Screening Committee in the evaluation of GiGa ranking system.

VIII. Awards and Prizes

GiGa v3.0: Gintong Galing Award 2023 winners nominees shall receive a Plaque and/or Certificate of Recognition and token chargeable against Division Office PRAISE Funds subject to the usual accounting and auditing rules and regulations, to wit;

IX. Timetable (February – September 2023)

In-Charge	Activity mechanism	Indicative
		Schedule
HRDS	Submit the guidelines and timelines of the GiGa v 3.0: Gintong Galing Award 2023 to the P.R.A.I.S.E. Committee for deliberation.	February 3, 2023
HRDS	P.R.A.I.S.E. Committee Conference for the approval of GiGa v 3.0: Gintong Galing Award 2023 among the P.R.A.I.S.E. Committee Members	• •
HRDS	Issue Division Memorandum for the GiGa v 3.0: Gintong Galing Award 2023 and Awarding Ceremony	3 rd week of May, 2023
DOs-DSC	District Selection Committee to commence evaluation and declaration of winners	June 5-9, 2023
DOs-DSC	Submission of entry documents of District winners to GiGa v 3.0: Gintong Galing Award 2023 Secretariat	June 16, 2023
DOs	District Offices to conduct the District GiGa v 3.0: Gintong Galing Award 2023 awarding ceremony (optional)	2 nd Week of July, 2023
Dos	Submission of nominees and documents with Accomplishment Report from the DOs Awarding Ceremony (if conducted)	3 rd Week of July, 2023
Division SC	Division Evaluation by DSCs and selection of winners	July 10-21, 2023
Division SC	Virtual validation of winners (Option B)	July 27-28, 2023

Division	Submission of winners to SDS and approval	August 1, 2023
SC/HRDS	and declaration of winners	
HRDS	Preparation design for the plaques, tokens, cert.	August 7-18, 2023
	of recognition, program, Division video	
HRDS/Packaging	Packaging of the GiGa v 3.0: Gintong Galing	August 21 - 31,
Team	Award 2023 winners for submission to the	2023
	Regional Office	
HRDS/GiGA	Preparation of the GiGa v 3.0: Gintong Galing	September 26-30,
v3.0 Awarding	Award 2023 Ceremony	2023
HRDS/GiGA	Conduct of awarding GiGa v 3.0: Gintong	September 30, 2023
v3.0 Awarding	Galing Award 2023 ceremony	

X. Composition of the Division Selection Committee (DSC) for the GiGa v 3.0: Gintong Galing Award 2023 (Division GiGa v 3.0: Gintong Galing Award 2023)

Over-All Chairperson Cristy C. Epe
Schools Division Superintendent
Co-Chairperson Arlyn B. Lim PhD
OIC Assistant Schools Division
Superintendent
Vice Co- Chairperson Ruben J. Reponte EdD
Chief, SGOD
Over-All Head Secretariat Dennis C. Alcano
SEPS—HRDS, Focal Person

V. Division Selection Committee (DSC) per Category:

A. GiGa v 3.0: Gintong Galing Award 2023 – Teaching and Teaching Related Personnel

Category 1: Division Education Program Supervisors (Div. EPS)
Category 2: Public Schools-District Supervisor (PSDS)

Chair: Cristy C. Eper SDS (Team A)

Members: 1. Arlyn B. Lim PhD, OIC-ASDS/Chief-CID
2. Ruben J. Reponte EdD, SGOD Chief

Category 3: Elementary, Secondary and Senior High School Heads - Principal/School-In-Charge, Head Teacher Chair: Arlyn B. Lim PhD, OIC - ASDS (Team C)				
	3.2 Junior High School	3.3 Senior High School		
Co-Chair:	Co-Chair:	Co-Chair:		
Ruben J. Reponte	Renato L. Pacpakin EdD,	Noemi P. Canales, EPS		
EdD, SGOD Chief	EPS	Senior High School Focal		
Member:	Member:	Member:		
Rosalie G. Maghinay	Shiela Cambongga	Annalyn Loreto		

Category 4: Elementary and Secondary Master Teacher		
Chair: Ruben J. Reponte EdD, SGOD Chief (Team D)		
4.1 Elementary	Secondary	

	4.2 Junior High School	4.3 Senior High School
Co-Chair:	(JHS)	(SHS)
Grace D. Pontillas	Co-Chair:	Co-Chair:
	Wilfredo P. Takasan EdD	Noemi P. Canales, EPS
		Senior High School Focal
Member:	Member:	Member:
Annalyn M. Loreto	Joseph J. Corpuz	Lyzle C. Abregana

Category 5: Teacher		
Chair: Arlyn B. Lim PhD, OIC-ASDS/CID OIC-Chief (Team E)		
5.1 Co-Chair: Dexter A. Cequina EdD - Teacher 1 – 11/1 Elementary		
Members: 1. Cherry Ann Eling		
5.2 Co-Chair: Arniel G. Catillo – Junior High School		
Members: 1. Ana O. Cerbo		
5.3 Co-Chair: Noemi P. Canales – Senior High School		
Members: 1. Shiela Cambungga		
5.4 Co-Chair: Nohara O. Pinute – ALĮVĘ		
Members: Leah Baruiz		
5.5 Co-Chair: Andy P. Cabodoc EdD SPED		
Members: Luz E. Comonal		
5.6 Co-Chair: Renato Pacpakin EdD – ALS		
Members: 1. Eva P. Mundan		
5.7 Co-Chair: Grace D. Pontillas EdD Multi-Grade		
Members: Lynnette P. Banayo		
5.8 Co-Chair: Hilda Opena EdD PED		
Member: Eva Mundan		
5.9 Co- Chair Andy P. Cabodoc EdD – Kindergarten		
Member: Ruwel Revilleza		

B. GiGa v 3.0: Gintong Galing Award 2023 – Non-teaching Personnel

Categories 1-6:
Chair: Ruber J. Reponte EdD, SGOD Chief (Team F)
Category 1: Accountant 1-11
Co-Chair: Wilfredo P. Takasan
Member: Leah Baruiz
Category 2: Administrative Officer I- V
Co-Chair: Dennis C. Alcano
Member: Leah R. Guirigay
Category 3: PDO I-IV
Co-Chair: Marnelyjane A. Bernal
Member: Joseph J. Corpuz
Category 4: Education Program Specialist II
Co-Chair: Mariecris Dalumpines
Member: Earl B. Tumampos
Category 5: Education Program Specialist II-ALS
Co-Chair: Rosalie G. Maghinay, RN
Member: Margerie Asuque

Category 6: Information Technology Officer I Co-Chair: Atty. Billy Anjo Labradores Member: Jomar C. Dumopoy Categories 7-12: Chair -Norberto S. Manlangit, CE, MPA (Team G) Category 7: Planning Officer I-III Co-Chair: Bob Dylan Milabat Member: Medard T. Apit Category 8 Administrative Assistant I-VI Co-Chair: Luz E. Comonal Member: Ana O. Cerbo Category 9: Admin Aide I-VI Co-Chair: Lewi Mat Dexter M. Bello Member: Ruwel Revilleza Category 10: Driver Co-Chair: Joel Jumalon, RN Member: Medard Apit Category 11: Engineer Co-Chair: Annalyn M. Loreto Member: Escent N. Nudalo Category 12: Attorney I-IV Co-Chair: Dennis C. Alcano Member: Lynnette P. Banayo Categories 13 - 16: Chair: Juanito M. Lapeceros, EPS (Team H) Category 13: Dentist I-III Co-Ghair: Dennis C. Alcano Member: Annalyn M. Loreto Category 14: Medical Officer II-IV Cò-Chair: Marnelyjane-A. Bernal Member: Joseph J. Corpuz Category 15: Nurse II Co-Chair: Rosalie G. Maghinay, RN Member:\Lyzle C. Abregana Category 16: Senior Education Program Specialist Co-Chair: Atty. Billy Anjo Labradores Member: Juomar Dumopoy VI. Secretariat/Documenters.... Dennis C. Alcano, HRDS Leah R. Guirigay, EPS II, HRDS Lynnette P. Banayo, ADAS III Juna T. Lumantas, ADAS III VII. Tabulators Chair – Annalyn M. Loreto

Members- Shiela Cambungga

XI. Technical Working Committees

rce Mobilization
osalie G. Maghinay pers: Lyzle C. Abregana
ation of Winners
son: Annalyn M. Loreto ber: Escent N. Nudalo
l-Hosts
Communications Team
m Production/Distribution
Wilfredo R. Takasan rs: Margerie Asuque
g and Evaluation (QATAME)