



Republic of the Philippines  
**Department of Education**  
Region VII – Central Visayas  
Schools Division of CEBU PROVINCE

**Office of the Schools Division  
Superintendent**

April 05, 2021

DIVISION MEMORANDUM  
No. 103, s. 2021

**ADDENDUM AND CORRIGENDUM TO DIVISION MEMORANDUM 081 S. 2021  
RE: GAWAD SIKLAB 2021**

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Heads, Elementary and Secondary Schools  
All Others Concerned

1. This Memorandum is supplementary to the Division Memorandum 081 s. 2021 on "*Gawad Siklab: Search 2021 for outstanding Program Implementers, Student Leaders, Teacher-Advisers, School Heads, and Regional Division Youth Formation Coordinators*".
2. In compliance with Inter-Agency Task Force (IATF) recommendation, Gawad Siklab 2021 originally scheduled on March-May 2021 was moved to the following dates:

Date	Activity	Focal Unit
03-14 May 2021	Application Period	Division Office (SGOD)
17-21 May 2021	Division Level Screening (Division Search Committee)	Division Office (SGOD)
01-04 June 2021	Announcement of finalist and submission of documents to the Regional Office	Regional Office (ESSD)
14-18 June 2021	Regional level screening	Regional Office (ESSD)
24-30 June 2021	Announcement of regional finalists and submission of documents to the Central Office	Central Office (YFD)
05-09 July 2021	Paper screening and evaluation (National Screening Committee)	Central Office (YFD)
12-16 July 2021	National field validation and panel interview	Central Office (YFD)
19-30 July 2021	Announcement of national winners and courier of plaque	Central Office (YFD)
02-06 August 2021	Creation and submission of video with plaque	Central Office (YFD Media)
09-13 August 2021	Shooting and preparation for national awarding	Central Office
16-20 August 2021	National Awarding via Zoom at Bulwagan ng Karunungan	Central Office



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3. The coverage period for the evaluation of projects, programs, and activities (PPAs) shall be from **October 2020 to April 2021**. For those who have submitted their applications, kindly check and recalibrate the documents if necessary. Please refer to the attached criteria for judging with corresponding points (**Annexes A and B**).
4. Travel expenses incurred by participants and selection committee members for the said event will be charged to local funds, subject to the usual accounting and auditing rules and regulations.
5. For questions or concerns, please contact Mr. Adolf P. Aguilar, Chief, BLSS-YFD through 0915 566 9717.
6. Immediate and wide dissemination of this Memorandum is desired.

**MARILYN S. ANDALES EdD, CESO V**  
Schools Division Superintendent

<MSA/EA/SGOD/MSA/PTB>

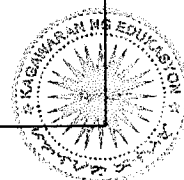


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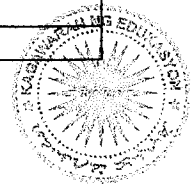
**Annex A (Form 5)**

**CRITERIA FOR JUDGING**  
(Outstanding SPG/SSG Teacher-Adviser)

CRITERIA	CORRESPONDING POINTS
<b>1. EXCELLENCE IN STUDENT/PUPIL GOVERNANCE</b>	<b>30</b>
<b>1.1. Organizational Leadership</b>	<b>15</b>
a. Implementation of all mandated PPAs	10
b. Governance – <b>5 points</b>	5
(Refer to DO 47, s. 2014) 1. General Plan of Action 2. Resolutions 3. Minutes of the Meeting 4. Financial Reports 5. Activity Completion / Evaluation Reports 6. List of School Clubs/Organizations 7. Project Proposals 8. Communication Letters 9. Accomplishment Report 10. Election Reports	
<b>1.2. Networking, Linkages and Collaboration</b>	<b>10</b>
a. Involvement in community/civic/organizations/associations	5
b. Involvement in outreach/extension programs/activities Outreach/Extension programs/activities initiated where nominee served as: Proponent/Chair = 1.00 Member = 0.50	5
<b>1.3. Experience</b>	<b>5</b>
The candidate has been SPG/SSG adviser for at least two (2) terms	
<b>2. EMBODIMENT OF DEPED CORE VALUES</b>	<b>40</b>
<b>2.1 Maka-Diyos</b>	<b>10</b>
Upholds/respects beliefs and faith Manifests moral standard Right conduct Honesty Involvement in religious/spiritual activities	
<b>2.2 Makatao</b>	<b>10</b>
Charity/Kindness Empathy and Sympathy Compassion Human Dignity and Equality Multi-culturalism	
<b>2.3 Makakalikasan</b>	<b>10</b>
Cleanliness and Orderliness Proper Waste Management Energy Conservation Environmental Protection and Preservation Wise use of resources	



<b>CRITERIA</b>	<b>CORRESPONDING POINTS</b>
<b>2.4 Makabansa</b>	<b>10</b>
<i>Takes pride in being a Filipino</i> <i>Resiliency in times of need/ crisis</i> <i>Obedience to existing rules and regulations</i> <i>Community Service Involvement</i> <i>Promotes and patronizes local products, services and practices</i>	
<b>3. OUTSTANDING ACCOMPLISHMENTS</b>	<b><u>30</u></b>
<b>3.1. Trainings/Seminars/Workshops Related to School Governance and Leadership Advocacy</b>	<b>5</b>
<b>3.2. Awards and Recognitions Related to School Governance and Leadership Advocacy</b>	<b>5</b>
<b>3.3 Leadership Initiative and Advocacy</b>	<b>15</b>
<b>3.4 Educational Attainment and Professional Growth</b> <i>Doctorate Degree (5 points)</i> <i>Doctorate Degree CAR (4)</i> <i>Master's Degree (3 points)</i> <i>Master's Degree CAR (2 points)</i> <i>At least 18 earned MA units (1 point)</i>	<b>5</b>
<b>TOTAL</b>	<b><u>100</u></b>



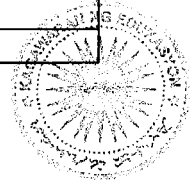
**Annex B (Form 6)**

**CRITERIA FOR JUDGING**  
(Outstanding SPG/SSG Student Leader)

CRITERIA	CORRESPONDING POINTS
<b>1. EXCELLENCE IN STUDENT/PUPIL GOVERNANCE</b>	<b>30</b>
<b>1.1. Organizational Leadership</b>	20
a. Implementation of all mandated PPAs	10
b. Governance –	10
(Refer to DO 47 s. 2014) 1. General Plan of Action 2. Resolutions 3. Minutes of the Meeting 4. Financial Reports 5. Activity Completion / Evaluation Reports 6. List of School Clubs/ Organizations 7. Project Proposals 8. Communication Letters 9. Accomplishment Report 10. Election Reports	
<b>1.2. Networking, Linkages and Collaboration</b>	10
a. Involvement in community/ civic/ organizations/ associations	5
b. Involvement in outreach/ extension programs/ activities Outreach/ Extension programs/ activities initiated where nominee served as: Proponent/ Chair = 1.00 Member = 0.50	5
<b>2. EMBODIMENT OF DEPED CORE VALUES</b>	<b>40</b>
<b>2.1 Maka-Diyos</b>	10
Upholds/ Respects beliefs and faith Manifests moral standard Right conduct Honesty Involvement in religious/ spiritual activities	
<b>2.2 Makatao</b>	10
Charity/ Kindness Empathy and Sympathy Compassion Human Dignity and Equality Multi-culturalism	
<b>2.3 Makakalikasan</b>	10
Cleanliness and Orderliness Proper Waste Management Energy Conservation Environmental Protection and Preservation Wise use of resources	



CRITERIA	CORRESPONDING POINTS
<b>2.4 Makabansa</b>	10
<i>Takes pride in being a Filipino Resiliency in times of need/ crisis Obedience to existing rules and regulations Community Service Involvement Promotes and patronizes local products, services and practices</i>	
<b>3. OUTSTANDING ACCOMPLISHMENTS</b>	<b><u>30</u></b>
<b>3.1. Trainings/Seminars/Workshops Related to School Governance and Leadership Advocacy</b>	5
<b>3.2. Awards and Recognitions Related to School Governance and Leadership Advocacy</b>	10
<b>3.3 Leadership Initiative and Advocacy</b>	15
<b>TOTAL</b>	<b><u>100</u></b>



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Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
Tanggapan ng Pangalawang Kalihim

**OUA MEMO 00-0321-0261**  
**MEMORANDUM**  
24 March 2021

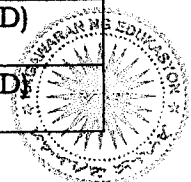
For: **Regional Directors and BARMM Education Minister**  
**Schools Division Superintendents**  
**Regional and Division Youth Formation Coordinators**  
**Public Elementary, Secondary, and Senior High School Heads**  
**All Others Concerned**

Subject: **ADDENDUM AND CORRIGENDUM TO OUA MEMO 00-0321-0042 RE: GAWAD SIKLAB 2021**

This Memorandum is supplementary to the recently disseminated communication titled *Gawad Siklab: Search for Outstanding Program Implementers, Student Leaders, Teacher-Advisers, School Heads, and Regional and Division Youth Formation Coordinators*.

In compliance with recommendations of the Inter-Agency Task Force (IATF), Gawad Siklab 2021 (originally scheduled March-May 2021) shall be moved to following dates:

Date	Activity	Focal Unit
3-14 May 2021	Application period	Division Office (SGOD)
17-21 May 2021	Division level screening ( <i>Division Search Committee</i> )	Division Office (SGOD)
1-4 June 2021	Announcement of finalists and submission of documents to the Regional Office	Regional Office (ESSD)
14-18 June 2021	Regional level screening	Regional Office (ESSD)
24-30 June 2021	Announcement of regional finalists and submission of documents to the Central Office	Central Office (YFD)
5-9 July 2021	Paper screening and evaluation ( <i>National Screening Committee</i> )	Central Office (YFD)
12-16 July 2021	National field validation and panel interview	Central Office (YFD)
19 -30 July 2021	Announcement of national winners and courier of plaque	Central Office (YFD)



**Office of the Undersecretary for Administration (OUA)**

(Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO))

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2-6 August 2021	Creation and submission of video with plaque	Central Office (YFD media)
9-13 August 2021	Shooting and preparation for national awarding	Central Office
16-20 August 2021	National awarding via Zoom at Bulwagan ng Karunungan	Central Office

Further, please note that the coverage period for the evaluation of projects, programs, and activities (PPAs) shall be **from October 2020 to April 2021**, instead of October 2020 to February 2021. For those who have submitted their applications, kindly check and recalibrate the documents if necessary. Please refer to the attached criteria for judging with corresponding points (**Annexes A and B**).

For more information, questions or concerns on this subject, kindly contact Mr. Adolf P. Aguilar, Chief of the Bureau of Learner Support Services - Youth Formation Division (BLSS-YFD), through 0915 566 9717 or email at

For immediate dissemination and appropriate action.

**ALAIN DEL B. PASCUA**  
Undersecretary



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