



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

APR 03 2025

DIVISION MEMORANDUM

No. 153 s. 2025

SEARCH FOR DAKILANG GURO AWARD FOR SY 2024-2025

To: Assistant Schools Division Superintendent
Chief Education Supervisor, CID, and SGOD
Education Program Supervisors
Public Schools District Supervisors
Public and Private Elementary, Junior, and Senior High School Principals
All Others Concerned

1. Being recognized as a ***Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM)*** Bronze Awardee by the Civil Service Commission (CSC), the Schools Division Office of Bataan institutionalizes its Rewards and Recognition system by acknowledging extraordinary contribution and achievements of its personnel's performance that contribute to the attainment of Agency's strategic goals.
2. In this regard, this Office announces the **Search for Dakilang Guro Award** for SY 2024-2025.
3. A School Selection Committee headed by the School Head is required to evaluate all documents of nominees. There shall be two (2) members, one of whom is the Department Head, Master Teacher, or Key teacher, and the other one, the President of the Teachers' Association.
4. To qualify for the award, a nominee must meet the following minimum requirements:
 - a. must have been in the service as Regular/Permanent for at least three years;
 - b. must have obtained **Outstanding** in the latest performance rating.
 - c. must have accomplished at least three (3) of any of the following:
 - i. no drop-out;
 - ii. no failure;
 - iii. no non-reader;



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- iv. no non-numerate;
 - v. winner as teacher-participant/coach (top three) in any DepEd-initiated contest which was conducted at least at the District level;
 - vi. submitted at least an Action Research proposal
 - vi. served as author, illustrator, or layout artist
 - vi. completed income-generating project submitted to the SDO; and
 - vii. led in the community project/activity/program.
- d. the number of absences incurred should not be more than 5% of the total number of school days, and should have no pending grievance complaint and/or administrative and/or criminal case.

5. Nominees who met the minimum requirements shall be evaluated based on the following criteria:

5.1. Instructional Competence----- 65pts.

5.1.1 Performance Rating ----- 15 pts.

IPCRF Rating	Points
5.00	15
4.90-4.99	14
4.80-4.89	13
4.70-4.79	12
4.60-4.69	11
4.51-4.59	10

5.1.2 Outstanding Accomplishment----- 15 pts.

Coach or trainer of winning students in the different Competitions

Rank	Points			
	District Level	Division Level	Regional Level	National Level
1 st	3	6	9	15
2 nd	2	5	8	12
3 rd	1	4	7	10



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5.1.3 Creativity and Innovation ----- 10 pts.

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

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

5.1.4 Research and Development Practices - 10 pts.

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
Research conducted in the national	10

5.1.5 Resource Speakership - 10 pts.

Level	Points
School	1
District	2
Division	3
Region	5



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National	8
International	10

5.1.6 Publication – 5 pts.

Nature of Publications	Points
Articles published in a school Organ/newsletter (per article but not to exceed 4 points)	1
Articles published in a journal/newsletter/Magazine of wide circulation (Per article but not to exceed 4 points)	2
Co-authorship of a book	4
Sole authorship of a book	5

5.2. Professional Growth ----- 15 pts.

5.2.1 Education ----- 10 pts.

Educational Level	Points
MAED Units	2
CAR for master's degree	3
Master's Degree	5
Doctoral Units	6
CAR for Doctoral Degree	8
Doctoral Degree	10

5.2.4 Training/Seminars/Workshops/Conference attended ----- 5 pts.

Level	Points
School	0.5
District	1
Division	2



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Region	3
National	4
International	5

5.3. Community Development ----- 10 pts.

5.3.1. Outreach Activity ----- 5 pts.

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

Level	Chairman/Co-Chairman	Participants
School	2	1
District	3	1
Division	4	2
Region	5	2

5.3.2. Networking/Linkages ----- 5 pts.

Served as an instrument for sourcing 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



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1,000 to 10,999.99	1
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5.4. Professionalism/Personal Characteristics ----- 10 pts.
(To be determined through an Interview)

TOTAL - 100

6. The School Selection Committee is tasked to submit the documentary requirements (**Certification from the School Head that he/she is an awardee, Copy of the Certificate of Recognition, Copy of Valid ID and please provide a copy of the marriage certificate if the surname on the presented ID does not match.**) with **Summary of Rating of the Nominees** and the **Name of the Awardee** (See Enclosure No. 1) per district to the SGOD Unit (**Attn: Raymond Joseph V. Mendoza, SEPS-HRD**) not later than April 8, 2025, for verification and validation of the said documents.
7. Immediate and wide dissemination of this Memorandum is desired.


CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent

Reference: DepEd Order No. 42, s. 2007

To be included in the Perpetual Index
Under the following headings:

Award
Dakilang Guro


SQ10/rjvm



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Enclosure 1

[School Name]

[School Address]

[Contact Information]

CERTIFICATION

This is to certify that **[Name of the Teacher]**, a dedicated teacher at **[School Name]**, has been recognized as an awardee for the **DIVISION SEARCH FOR DAKILANG GURO AWARD FOR SY 2024-2025**.

This award reflects his/her outstanding contributions to the school's mission of fostering academic excellence and providing quality education.

Issued this [Date] at [School Name, Address].

[School Head's Name]

School Principal

[School Name]