



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

FEB 13 2026

DIVISION MEMORANDUM

No. 023 s. 2026

SEARCH FOR DAKILANG GURO AWARD FOR SY 2025-2026

- 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 2025-2026.
 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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QUALITY EDUCATION FOR ALL



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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 |
| 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 shall submit the documents/MOVs used for validation of the nominees through the designated online submission link for digital verification. **Link: [https://bit.ly/Dakilang Guro SY 2025-2026](https://bit.ly/Dakilang_Guro_SY_2025-2026)**
7. Schools shall no longer submit hard copies of the documents used for the validation of the winner, as these shall be submitted through the designated online submission link. Only the required original documentary requirements identified in Item No. 8 shall be submitted physically.
8. Meanwhile, the awardee from each school shall submit the following documents to their respective District Offices: **(1) Certification from the School Head confirming that he/she is an awardee; (2) Copy of the Certificate of Recognition; (3) Copy of a valid ID; and (4) Copy of the Marriage Certificate, if the surname reflected on the valid ID does not match.**
9. The District Offices shall collect and compile the list of winners per district and submit the consolidated report, together with the Summary of Rating of the Nominees, to the SGOD Unit within the prescribed timeline. These documents shall be submitted in hard copy to the SGOD Unit **(Attn: Raymond Joseph V. Mendoza, SEPS-HRD)** not later than **March 6, 2026**, for final verification and validation.
10. Enclosed in this Memorandum is the sample certification from the School Head and sample Summary of Ratings.
11. 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:

Rewards and Recognition
Dakilang Guro

S05/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 2025-2026**.

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]



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Enclosure No. 2

SUMMARY OF RATINGS

| No. | Name of Nominees | Instructional Competence 65pts | | | | | | Professional Growth 15pts | | Community Development 10pts | | Professionalism/Personal Characteristics 10 pts | Total | Rank |
|-----|------------------|-----------------------------------|---|--|-----------------------|-----------------------------------|-------------------------|------------------------------|--|--------------------------------|---------------------------------|--|-------|------|
| | | 1.1 Teaching Competence 15pts | 1.2 Outstanding Accomplishment 15pts | 1.3 Creativity and Innovation 10pts | 1.4 Research 10pts | 1.5 Resource Speakership 10pts | 1.6 Publication 5pts | 2.1 Education 10pts | 2.2 Training/Seminar /Workshop/Conference attended | 3.1 Outreach Activity 5pts | 3.2 Networking Linkages 5pts | | | |
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