



Republic of the Philippines
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City



Division Office
BAGUIO CITY

APR 04 2017

RELEASED

March 30, 2017

Division Memo No. 114, 2017

**CORRIGENDUM AND ADDENDUM TO DIV.MEMO.NO. 282 s. 2016
RE: 2017 SEARCH FOR MOST ECO-FRIENDLY SCHOOL**

To: PSDS
School Heads
Eco-Friendly School Coordinators

- The deadline for the submission of the 2017 Division Search for Most Eco-Friendly School **entry form** will be on April 28, 2017. All participating schools must accomplish the entry form and send it to the following addresses:
ecofriendlyschoools@gmail.com
ecofriendlyschoools@outlook.com
***All items in the application form should be filled out completely. Only those registered **ON-LINE** will be considered as OFFICIAL ENTRIES to the said search.
- Accomplishments for the SY 2015-2016 and SY 2016-2017 may be included in the portfolio.
- There will be **no district level**. All school entries (portfolio/ hard copy) must be submitted to **Ms. Asuncion C. Saguid**, Social Mobilization & Networking Unit on or before April 25, 2017.
- The following awards will be given to the winning schools.

ELEMENTARY	PRIZE
First Place	7,000.00
Second Place	5,000.00
Third Place	3,000.00
SECONDARY	
First Place	7,000.00
Second Place	5,000.00
Third Place	3,000.00

- Immediate dissemination of this memorandum is desired.

ATTY. AUGUSTIN P. LABAN III
OIC-Schools Division Superintendent

2017 NATIONAL SEARCH FOR SUSTAINABLE & ECO-FRIENDLY SCHOOLS
(A Recognition Awards for Sustainable & Eco-Friendly Schools)

ENTRY FORM

Name of School _____
Address _____

Region _____ Category _____

Contact Person/s _____

Contact Number/s _____

E-mail Address (Pls. write legibly) _____

I. Brief Description of the Environmental Projects or Programs of the school (not to exceed 200 words)

II. Please check for appropriateness. Please attach corresponding documents/evidence to the items checked. These documents can be photos, or text or videos.

III. For Elementary and High School Category:

1. Clear articulation and integration of social, ethical and environmental responsibility in the institution’s vision, mission and governance (10 pts.)

- _____ The School Improvement Plan of the school incorporates, integrates and clearly articulates sustainability thrust (4 pts.)
- _____ The policy of the school is communicated to constituents in the school (students, academic and non-academic staff and parents-teachers association (3 pts.)
- _____ A person or a committee to implement environmental programs and projects for the school. (memorandum or order) (3 pts.)

2. Environmental Dimensions of School Operations (40 pts.)

- _____ Waste management program (e.g. waste segregation, recycling, composting, presence of Materials Recovery Facility/ System, sale of crafts, compost and other forms of waste recycling, etc.) (6 pts.)
- _____ Paper conservation program (e.g. efficient consumption of paper, presence of paper conservation trays, etc.) (6 pts.)
- _____ Energy efficiency and conservation program (e.g. replacement of incandescent lamp with compact fluorescent lamps, turning off of machine when not in use, etc) (6 pts.)
- _____ Water conservation program (e.g. repair of leaking faucets, signages, etc) (6 pts.)
- _____ Pollution prevention program (e.g. air and water pollution prevention, program, ban on entry of smoke-belching vehicles in the campus, presence of signages, etc.) (6 pts.)
- _____ Greening program (presence of plants, trees, mini-gardens, organic garden, etc) (6 pts.)
- _____ Environmental awards received (from 2015-present) (2 pts.)
- _____ Other environmental programs and natural resources management programs not mentioned above (e.g. biodiversity conservation program, climate change adaptation and mitigation program, disaster risk reduction and management program, etc.) (2 pts.)

3. Environment-related Features of the School Curriculum (20 pts.)

- _____ Integration of environmental themes into the curriculum (7 pts.)
- _____ Presence of in-service environmental training for faculty members (7 pts.)
- _____ Presence of environmental support instructional materials for use by teachers and students (6 pts.)

4. Presence of Vibrant Eco-Organizations in Campus (10 pts.)

- _____ Presence of a functioning eco-club among the students with at least one eco project per school year over the past 2 years (2 pts.)
- _____ Presence of a support eco club or committee among the parents, teachers and other non-student sector in campus (2 pts.)
- _____ Allocation of financial and logistical support by the school to the student eco-club (3 pts.)
- _____ The campus as a “living laboratory” – student involvement in environmental learning to transform to a learning environment (4 pts.)

5. Presence of Partners and Linkages in Environment Programs/Projects (9 pts.)

- _____ Linkages with Local Agencies (e.g. DENR or other agencies, LGUs, etc.) (3 pts.)
- _____ Linkages with International Agencies (e.g. UN Environment Programme, UN Development Programme, UNESCO) (3 pts.)
- _____ Outreach and service to wider community, including partnerships with non-government organizations and industries (3 pts.)

6. Socio-Cultural Sustainability (6 pts.)

- _____ The prevailing values of the school and the curriculum is sensitive to issues of gender equity (1 pt.)
- _____ Students are given opportunities and skills to participate constructively in helping to solve local community problems (1 pt.)
- _____ The prevailing values of the school and the curriculum adequately prepares students for life as citizens of a multi-cultural society and global community (1 pt.)
- _____ The special needs of all students, especially those with physical or learning disabilities are catered for (1 pt.)
- _____ All staff are skilled in conflict resolution strategies as a support for positive student behavior (1 pt.)
- _____ The school plays an active role in building support for cultural diversity both within the school and its wider community (1 pt.)

7. Economic Sustainability (5 pts.)

- _____ A spirit of cooperation and sharing – not competition – is modeled in the allocation of resources in the school (2 pts.)
- _____ Students shall learn small business skills through opportunities to organize school and community projects (2 pts.)
- _____ A culture of maintenance ensures that all school buildings and equipment are kept in good repair and maintained in good condition (1 pt.)

IV. For Higher Education Category:

1.Administration (10 pts.)

- _____ Clear articulation and integration of social, ethical and environmental responsibility in the institution’s vision, mission and governance (3 pts.)
- _____ Integration of social, economic and environmental sustainability across the curriculum, commitment to critical systems thinking and interdisciplinarity, sustainability literacy expressed as a universal graduate attribute (2 pts.)
- _____ Campus planning, design and development structured and managed to achieve and surpass zero net carbon/water/waste, to become a regenerative organization within the context of the local bioregion (2 pts.)
- _____ Policies and practices which foster equity, diversity and quality of life for students, staff, and the broader community within which the university is based (2 pts.)

2.Curriculum and Instruction (20 pts.)

- _____ The campus as a “living laboratory” – student involvement in environmental learning to transform the learning environment (20 pts.)

3.Sustainability Programs (40 pts.)

- _____ Physical operations and maintenance focused on supporting and enabling environmental goals, include effective monitoring, reporting and continual improvement (30 pts.)
- _____ Celebration of cultural diversity and application of cultural inclusivity (10 pts.)

4.Research (10 pts.)

- _____ Dedicated research on sustainability topics and consideration of “quadruple bottom line” sustainability aspects in all other research (10 pts.)

5.Extension (10 pts.)

- _____ Outreach and service to the wider community, including partnerships with schools, government, non-government organizations and industry (10 pts.)

6.Student Involvement (10 pts.)

- _____ Presence of a functioning eco-club among the student, teachers and non-other student sector in campus with at least one eco-project per school year over the past two years (5 pts.)
- _____ The school plays an active role in building support for cultural diversity both within the school and its wider community (5 pts.)

V. Special Category No. 1: The Nestle Water Leadership Award aims to recognize and promote solutions, practices and initiatives of schools in water conservation and management.

- 7.1 Plan:
 - _____ Commitments on Water as part of the School’s Policy (7 pts.)
 - _____ Long-term and short-term Objectives (8 pts.)
- 7.2 Program:
 - _____ Resources, Roles, Responsibility and Leadership Committees, Organizations, Clubs of school administrators, teachers, students and support groups (parents, teachers and other non-student sector) (5 pts.)
 - _____ Support by the school to the committees / organizations / clubs (5 pts.)

7.3 Competence, Training and Awareness:

- _____ Faculty training on Water Education (10 pts.)
- _____ Integration of Water Education into the curriculum (10 pts.)
- _____ Outreach initiatives on Water Awareness to local community and other stakeholders (10 pts.)

7.4 Programs and Initiatives/Projects:

- _____ Initiatives on Water Efficiency and Conservation (20 pts.)
- _____ Waste water treatment initiatives (10 pts.)

7.5 Monitoring:

- _____ Monitoring and measurement (8 pts.)

7.6 Maintenance:

- _____ Periodic Review of the Program/Initiatives (7 pts.)

VI. Special Category No. 2: The Meralco Energy Leadership Award will recognize schools that promote practices and initiatives in electrical safety, energy efficiency and conservation.

The following can areas can be considered for energy leadership:

- Electrical safety – programs implemented to ensure electrical safety by conducting electrical assessment and corrective measures.
- Energy efficiency and conservation programs – programs such as energy-saving activities, energy awareness training and education, etc.

Criteria:

- _____ Brief description of the program (10 pts.)
- _____ Need or opportunity addressed by the project/program (10 pts.)
- _____ Goals and objectives (Objectives should be SMART: specific, measurable, attainable, realistic and time-bound) (10 pts.)
- _____ Stakeholders involved (who, how, what are their roles?) (15 pts.)
- _____ Implementations and challenges (and ways to overcome the challenges) (20 pts.)
- _____ Results (20 pts.)
- _____ Sustainability and future plans (15 pts.)

Submitted by:

Signature over Printed Name

Position/Institution

Certified Correct by:

Signature over Printed Name

Position/Institution

(Do not write below this line)

Printed Name of Receiver:

Date Received:
