



Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**

DEPED DIVISION OFFICE  
BAGUIO CITY

**RELEASED**  
DATE: 10/11/22  
TIME: 11:46 a.m.  
BY: masj

10 October 2022

DIVISION MEMORANDUM

No. 428, s. 2022

**CALL FOR PAPERS: 5<sup>th</sup> Beggang ti Bag-iw Search for Outstanding Youth Formation Program Implementers, School Clubs, Student Leaders and Teacher-Advisers**

To : CID and SGOD Chief Education Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
Student Government Organization Advisers (SPG, SSG, YES-O, BKD)  
School Club Advisers  
All Others Concerned

1. The Schools Division of Baguio City through the School Governance and Operations Division – Youth Formation, hereby informs the field on the screening of the **5<sup>th</sup> Beggang ti Bag-iw : Search for Outstanding Youth Formation Program Implementers, School Clubs, Student Leaders and Teacher-Advisers.**
2. As part of the nation-building, this activity aims to recognize the best practices, outstanding accomplishments and important contributions of the learners, teachers, administrators, and other stakeholders of DepEd in implementation of the different youth formation programs in schools.
3. The said endeavor is open to all public schools, student leaders, and teacher-advisers of the **Supreme Pupil/Student Government (SPG/SSG), Youth for Environment in Schools Organization (YES-O), Gulayan sa Paaralan Program (GPP), School Clubs, and Barkada Kontra Droga (BKD) Program.**
4. The search covers the implemented youth formation program, projects, activities, and accomplishments from **September 2021 to June 2022.**
5. The **DEADLINE OF SUBMISSION** of the entries is on or before **November 8, 2022 at 5:00 PM ONLY.**
6. The following documents are enclosed for reference:
  - a. Enclosure No. 1: List of Categories
  - b. Enclosure No. 2: Selection Criteria
  - c. Enclosure No. 3: Composition of Screening Committee
  - d. Enclosure No. 4: Application and Endorsement Forms
  - e. Enclosure No. 5: Score Sheets





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7. It is understood that in the conduct of this activity, there shall be no discrimination on the account of age, school, gender, civil status, disability, religion, or other similar factors/personal circumstances that run counter to the principles of equal opportunity.
8. For further information, questions, or concerns, please contact *Ms. Augie Perl A. Simangan*, Project Development Officer I of SGOD-Youth Formation through 0917-170-8990 or message on Facebook at *DepEd Tayo – Youth Formation – Baguio City*.
9. Widest dissemination of this Memorandum is desired.

  
**FEDERICO P. MARTIN, EdD, CEdd, CESO V**  
Schools Division Superintendent 

SGOD/YF/apas/101022



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**LIST OF CATEGORIES**

Categories	Elementary	Secondary
<b>Student Government Program (SPG/SSG)</b>		
SSG & SPG Best Implementer (Maka-Diyos)	1	1
Best Implementer (Maka-Tao)	1	1
Best Implementer (Makakalikasan)	1	1
Best Implementer (Makabansa)	1	1
Most Outstanding Student Leader	1	1
Most Outstanding Teacher-Adviser	1	1
<b>National Greening Awards (YES-O and GPP) for Elem. and High School</b>		
Most Outstanding YES-O Implementer	1	1
Most Outstanding YES-O Student Leader	1	1
Most Outstanding YES-O Teacher-Adviser	1	1
Gulayan sa Paaralan Program (GPP) Best Implementer	1	1
<b>Barkada Kontra Droga Program (BKD)</b>		
Most Outstanding BKD Implementer (Secondary)	-	1
Most Outstanding BKD Student Leader	-	1
Most Outstanding BKD Teacher-Adviser	-	1
<b>School Club</b>		
Most Outstanding School Club	1	1



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## Enclosure No. 2: Selection Criteria

### SELECTION CRITERIA

#### Student Government Program (SPG & SSG) (Elementary and Secondary)

<b>SPG/SSG Best Implementer</b>	
1. Impact of the Project	30%
2. Teamwork in implementing the Project	25%
3. Creativity and Innovation of the Project	25%
4. Effective use of Resources	20%
<b>Total</b>	<b>100%</b>

<b>Most Outstanding SPG/SSG Student Leader</b>	
1. Excellence in Pupil/Student Governance	30%
2. Embodiment of DepEd Core Values	40%
3. Outstanding Accomplishments	30%
<b>Total</b>	<b>100%</b>

<b>Most Outstanding SPG/SSG Teacher-Adviser</b>	
1. Excellence in Pupil/Student Governance	30%
2. Embodiment of DepEd Core Values	40%
3. Outstanding Accomplishments	30%
<b>Total</b>	<b>100%</b>



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**Enclosure No. 2: Selection Criteria****SELECTION CRITERIA****National Greening Program (YES-O & GPP)***(Elementary and Secondary)*

<b>YES-O Best Implementer</b>	
1. School inside a Garden	20%
2. Awareness and Outreach Programs	25%
3. Solid Waste Management, Entrepreneurship and Energy Conservation	20%
4. Gulayan sa Paaralan	20%
5. Partnership and Linkages	15%
<b>Total</b>	<b>100%</b>

<b>Most Outstanding YES-O Student Leader</b>	
1. Organizational Leadership	35%
2. Networking, Linkages and Collaboration	40%
3. Embodiment of DepEd Core Values "Makakalikasan"	25%
<b>Total</b>	<b>100%</b>

<b>Most Outstanding YES-O Teacher-Adviser</b>	
1. Organizational Leadership	40%
2. Networking, Linkages and Collaboration	30%
3. Embodiment of DepEd Core Values "Makakalikasan"	30%
<b>Total</b>	<b>100%</b>

**National Greening Program (YES-O & GPP)***(Elementary and Secondary)*

<b>GPP Best Implementer</b>	
1. Crop Integration	20%
2. Crop Production System	30%
3. Product Utilization	20%
4. Sustainability	20%
5. Land Resource Utilization	10%
<b>Total</b>	<b>100%</b>



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## Enclosure No. 2: Selection Criteria

### SELECTION CRITERIA

#### Barkada Kontra Droga (BKD) Program (Secondary)

<b>BKD Best Implementer</b>	
1. Functionality of the BKD Program on Drug Abuse Prevention in Secondary Schools	10%
2. Coverage and Scope of Implementation	15%
3. Nature of extent of Drug Abuse Prevention Activities/Projects initiated/implemented/organized (please indicate number and support documents)	30%
4. Extent of involvement of the following in terms of providing Leadership and Support in Program Implementation	20%
5. Attainment of Objectives	20%
6. Monitoring and Evaluation Scheme	5%
<b>Total</b>	<b>100%</b>

<b>Most Outstanding BKD Student-Leader</b>	
1. Excellence in Pupil/Student Governance	30%
2. Networking Linkages and Collaboration	30%
3. Outstanding Accomplishments	40%
<b>Total</b>	<b>100%</b>

<b>Most Outstanding BKD Teacher-Adviser</b>	
1. Assistance extended to BKD Officers	30%
2. Networking Linkages and Collaboration	30%
3. Outstanding Accomplishments	40%
<b>Total</b>	<b>100%</b>



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**Enclosure No. 3: Composition of Screening Committee**

**SCREENING COMMITTEE**

Chair:	Chief, School Governance and Operations Division (SGOD)
Members:	Education Program Supervisor (EPS), SGOD
	Education Program Supervisor (EPS), Science
	Education Program Supervisor (EPS), MAPEH
	Education Program Supervisor (EPS), TLE
	SEPS, Social Mobilization & Networking
	Disaster Risk Reduction Management Coordinator
	Secretariat

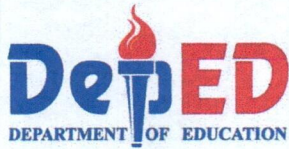


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**FORM 1  
Application  
Form for  
SPG/SSG**

School: \_\_\_\_\_

<b>PROFILE</b>	
Name of Nominee:	
Address of the School (if applicable):	
Telephone/CP No:	
Email Address:	
<b>CONTACT PERSON DATA (if applicable)</b>	
Full Name:	
Home Address:	
Date of Birth:	
Position in the Organization:	
<b>PROJECT PROFILE</b>	
Project Title:	
Brief Description (2 sentences):	
Category (Please check one only)	
<input type="checkbox"/>	Maka-Diyos (Belief and Tradition) – School
<input type="checkbox"/>	Maka-Tao (Human Development, Health, Well-Being) – School
<input type="checkbox"/>	Makakalikasan (Environment and DRRM) – School
<input type="checkbox"/>	Makabansa (Heritage, Culture, nationalism, Patriotism and Volunteerism) – School
<input type="checkbox"/>	Most Outstanding Student Leader
<input type="checkbox"/>	Most Outstanding Teacher-Adviser
<input type="checkbox"/>	School Club
<p>I hereby certify upon my honor that all facts and information indicated herein are true and correct to the best of my knowledge. I further declare that any information given that proves to be untrue may constitute a ground for disqualification in the search and prosecution for perjury. Further, I subscribe and agree that the Department of Education have the sole prerogative to select the winners, and that their decision is final and executory.</p> <p>In witness hereof, I am executing and signing this statement voluntarily and without compulsion.</p> <p align="center">_____ Signature Over Printed Name</p>	
	



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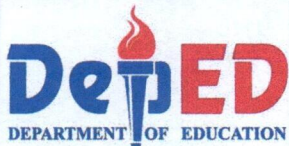
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**Enclosure No. 4: Application Forms**



**FORM 1**  
**Application**  
**Form for**  
**YES-O/GPP**

School: \_\_\_\_\_

<b>PROFILE</b>	
Name of Nominee:	
Address of the School (if applicable):	
Telephone/CP No:	
Email Address:	
<b>CONTACT PERSON DATA (if applicable)</b>	
Full Name:	
Home Address:	
Date of Birth:	
Position in the Organization:	
<b>PROJECT PROFILE</b>	
Project Title:	
Brief Description (2 sentences):	
Category (Please check one only)	
<input type="checkbox"/>	Most Outstanding YES-O Implementer – School
<input type="checkbox"/>	Most Outstanding YES-O Student Leader
<input type="checkbox"/>	Most Outstanding YES-O Teacher Adviser
<input type="checkbox"/>	Most Outstanding Gulayan sa Paaralan Program Implementer - School
<p>I hereby certify upon my honor that all facts and information indicated herein are true and correct to the best of my knowledge. I further declare that any information given that proves to be untrue may constitute a ground for disqualification in the search and prosecution for perjury. Further, I subscribe and agree that the Department of Education have the sole prerogative to select the winners, and that their decision is final and executory.</p> <p>In witness hereof, I am executing and signing this statement voluntarily and without compulsion.</p>	
<p>_____                      Signature Over Printed Name</p>	



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**FORM 1**  
**Application**  
**Form for**  
**BKD**

School: \_\_\_\_\_

PROFILE	
Name of Nominee:	
Address of the School (if applicable):	
Telephone/CP No:	
Email Address:	
CONTACT PERSON DATA (if applicable)	
Full Name:	
Home Address:	
Date of Birth:	
Position in the Organization:	
PROJECT PROFILE	
Project Title:	
Brief Description (2 sentences):	
Category (Please check one only)	
<input type="checkbox"/>	Most Outstanding BKD Implementer – School
<input type="checkbox"/>	Most Outstanding BKD Student Leader
<input type="checkbox"/>	Most Outstanding BKD Teacher Adviser
<p>I hereby certify upon my honor that all facts and information indicated herein are true and correct to the best of my knowledge. I further declare that any information given that proves to be untrue may constitute a ground for disqualification in the search and prosecution for perjury. Further, I subscribe and agree that the Department of Education have the sole prerogative to select the winners, and that their decision is final and executory.</p> <p>In witness hereof, I am executing and signing this statement voluntarily and without compulsion.</p>	
<p>_____ Signature Over Printed Name</p>	



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## ENCLOSURE 4: APPLICATION AND EDORSEMENT FORMS

### ATTACHMENTS:

Please use a separate sheet

#### A. Essay (Maximum Number of Pages 5):

1. Describe your project entry (Limit to 500 words and in one page)
2. How does the project address the problem of the school/ community? (Limit the answer to 300 words and half page.)
3. Who and how many are the beneficiaries of the project? How did they benefit from the project? (Limit the answer to 300 words and half page.)
4. What is the impact of the project to the stakeholders? (Limit the answer to 500 words and in one page.)
5. Who are involved and what are their role to the project? (Limit to the answer to 300 words and half page.)
6. How does the project promote the idea of teamwork and solidarity among its stakeholders? (Limit to the answer to 300 words and half page.)
7. What innovation did the team introduce in implementing the project? (Limit to the answer to 300 words and half page.)
8. How were the team able to fund the project? (Limit to the answer to 300 words and half page.)

#### B. Photo Documentation (Maximum Number of Pages: 2)

#### C. List of Officers (if applicable)

### NOTE:

1. **Advisers should be the one who will sign and pass the entry/ application form to the Division Office in lieu of the student leader/s.**
2. **Non-compliance to the Search Requirements will result to automatic disqualification.**

**ENCLOSURE 5: CRITERIA AND SCORE SHEET PER CATEGORY**

<b>NAME OF NOMINEE:</b>					
<b>REGION/ DIVISION:</b>					
<b>CRITERIA</b>					<b>PARTICIPANT'S POINTS</b>
<b>1. IMPACT OF THE PROJECT (30%)</b>					
a. Addresses the problem of the school/community (Maximum of 15 points)	The SPG/SSG was able to identify and address a specific problem of the school by providing a solution such as sustainable and long-term program/project – <b>15 pts</b>	The SPG/SSG was able to identify and address a specific problem of the school by providing a solution such as information dissemination, seminar, orientation, trainings, etc. – <b>10 pts</b>	The SPG/SSG was able to identify a specific problem of the school and provide solution that is relevant but did not hit the problem of the school. - <b>5 pts</b>		
b. Frequency of the Project Implementation (Maximum of 10 points)	Conducted Year-round – <b>10 pts</b>	Conducted Weekly – <b>8 pts</b>	Conducted Monthly – <b>6 pts</b>	Conducted per quarter or once – <b>4 pts</b>	
c. Level of Impact (Maximum of 5 points)	Regional-wide - <b>5 pts</b>	Division-wide – <b>4 pts</b>	Barangay-wide – <b>3 pts</b>	School-wide – <b>2 pts</b>	
<b>2. TEAMWORK ON IMPLEMENTING PROJECTS (25%)</b>					
a. Engaged Stakeholders (Maximum of 15 points)	The SPG/SSG was able to engage the students, teachers, administrators, parents and the barangay/community, and other external stakeholders in implementing the project - <b>15 pts</b>	The SPG/SSG was able to engage the students, teachers, administrators, parents in implementing the project – <b>10 pts</b>	The SPG/SSG was able to engage the students, teachers and administrators in implementing the project – <b>5 pts</b>		
b. Involvement of the school (Maximum of 10 points)	The school officials, teachers and students were involved during the planning and implementation of the project – <b>10 pts</b>	The teachers and students were involved during the planning and implementation of the project – <b>8 pts</b>	Only the students planned and implemented the project – <b>6 pts</b>		
<b>3. CREATIVITY AND INNOVATION OF THE PROJECT (25%)</b>					
a. Uniqueness of the project (Maximum of 10 points)	The project idea was new, unique and goes beyond the mandated programs, projects and activities of the SPG/SSG – <b>10 pts</b>	The project was unique although somewhat patterned/adopted from other organization or DepEd mandated programs, projects and activities of the SPG/SSG – <b>5 pts</b>			
b. Introduction of Innovative Solutions (Maximum of 10 points)	The SPG/SSG introduced highly innovative solution to the problem – <b>10 pts</b>	The SPG/SSG introduced innovative solution to the problem although somewhat usual to the other organizations – <b>5 pts</b>			

**ENCLOSURE 5: CRITERIA AND SCORE SHEET PER CATEGORY**

CRITERIA					PARTICIPANT'S POINTS
c. Use of Local Materials (Maximum of 5 points)	The SPG/SSG used local material in their project – <b>5 pts</b>				
<b>4. EFFECTIVE USE OF RESOURCES – (20 %)</b>					
a. Partnership with other organizations (Maximum of 10 points)	The SPG/SSG was able to partner with regional or division office for the project implementation - <b>10 pts</b>	The SPG/SSG was able to partner with private organizations for the project implementation - <b>8 pts</b>	The SPG/SSG was able to partner with the barangay officials/committee for the project implementation – <b>6 pts</b>	The SPG/SSG was able to partner with other clubs inside the school for the project implementation - <b>4 pts</b>	
b. Accountability and Transparency (Maximum of 10 points)	The SPG/SSG provided/submitted disbursement and liquidation report to the studentry through a financial report posted in Bulletin Boards/website. – <b>10 pts</b>	The SPG/SSG provided/submitted disbursement and liquidation report to the SSG Officers, adviser and school head. - <b>8 pts</b>	The SPG/SSG provided/submitted disbursement and liquidation report to the SSG Officers and advisers. - <b>6 pts</b>	The SPG/SSG provided/submitted records of budget to the teacher-adviser - <b>4 pts</b>	
<b>TOTAL POINTS</b>					

**SIGNATURE OVER PRINTED NAME OF THE EVALUATOR**

**DESIGNATION AND DATE**

**ENCLOSURE 5: CRITERIA AND SCORE SHEET PER CATEGORY**



**SCORE SHEET FOR  
SPG/SSG STUDENT  
LEADER**

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

**ENCLOSURE 5; CRITERIA AND SCORE SHEET PER CATEGORY**

<b>CRITERIA</b>	<b>MAXIMUM POINTS</b>	<b>PARTICIPANT'S POINTS</b>
<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>	

**SIGNATURE OVER PRINTED NAME OF THE EVALUATOR****DESIGNATION AND DATE**

NAME OF NOMINEE:		
REGION/DIVISION:		
CRITERIA	MAXIMUM POINTS	PARTICIPANT'S POINTS
<b>1. EXCELLENCE IN STUDENT/PUPIL GOVERNANCE</b>	<b><u>30</u></b>	
<b>1.1. Organizational Leadership</b>	15	
a. Implementation of all mandated PPAs	10	
b. Governance – 5 points	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>	10	
a. Involvement in community/civic/organizations/associations	5	
b. Involvement in outreach/extension programs/activities	5	
Outreach/Extension programs/activities initiated where nominee served as:		
Proponent/Chair = 1.00		
Member = 0.50		
<b>1.3. Experience</b>	5	
The candidate has been SPG/SSG adviser for at least two (2) terms		
<b>2. EMBODIMENT OF DEPED CORE VALUES</b>	<b><u>40</u></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		



**ENCLOSURE 5: CRITERIA AND SCORE SHEET PER CATEGORY**

<b>CRITERIA</b>	<b>MAXIMUM POINTS</b>	<b>PARTICIPANT'S POINTS</b>
<b>2.3 Makakalikasan</b>	10	
<i>Cleanliness and Orderliness Proper Waste Management Energy Conservation Environmental Protection and Preservation Wise use of resources</i>		
<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>	5	
<b>3.3 Leadership Initiative and Advocacy</b>	15	
<i>3.3.1 Flagship/Innovative Program or Project (10 points)</i>		
<i>3.3.2 Resource Speakership related to School Governance and Leadership Advocacy (5 points)</i>		
<b>3.4 Educational Attainment and Professional Growth</b> <i>Doctorate Degree (5 points) Doctorate Degree CAR (4) Master's Degree (3 points) Master's Degree CAR (2 points) At least 18 earned MA units (1 point)</i>	5	
<b>TOTAL</b>	<b><u>100</u></b>	

**SIGNATURE OVER PRINTED NAME OF THE EVALUATOR**

**DESIGNATION AND DATE**

**ENCLOSURE 5: CRITERIA AND SCORE SHEET PER CATEGORY**



**SCORE SHEET FOR  
YES-O BEST  
IMPLEMENTER**

**NAME OF NOMINEE:** \_\_\_\_\_

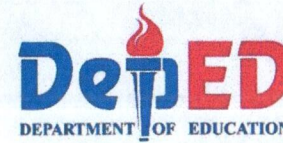
**REGION/DIVISION:** \_\_\_\_\_

School Category (1 Elementary & 1 Secondary)	Maximum Points	Participant's Points
<b>School inside a Garden (SIGA) - 20points</b>		
Seed Bank and Nursery Establishment	5points	
Tree Planting, Growing and Caring	5points	
Native Endemic and Indigenous Trees Planted	5points	
A Nation Trees (ANT) Accounting and Reporting	5points	
<b>Awareness and Outreach Programs – 25points</b>		
Awareness Campaigns and Symposia on Environmental issues and actions	5points	
Environmental Camps	5points	
Film showing about environment related issues	2points	
Watershed Protection and Conservation	3points	
Clean-up drives	5points	
Adopt a river/ community/ forest	5points	
<b>Solid Waste Management, Entrepreneurship and Energy Conservation – 20points</b>		
Practicing 3Rs (Reduce, Reuse, Recycle)	5points	
Establishment of Materials Recovery Facility	5points	
Environmental Entrepreneurship	3points	
Advocated the practice of plastic free environment	5points	
Energy, Water and Power Supply Conservation	2points	
<b>Gulayan sa Paaralan (GPP) – 20points</b>		
Crop Integration (fruit, leafy vegetables, root vegetables, indigenous plants)	5points	
Use of organic fertilizer and/or pest control	3points	
Properly maintained compost pit and heap	2points	
Utilization of Garden Space	5points	
Utilization of Garden Produce (School Feeding)	5points	
<b>Partnership and Linkages – 15points</b>		
Involvement of the community and local government unit/s	10points	
Established partnership with Non-Government Organization/s and/or Civic Society Organization/s	5points	
<b>TOTAL</b>	<b>100points</b>	

**SIGNATURE OVER PRINTED NAME OF THE EVALUATOR**

**DESIGNATION AND DATE**

**ENCLOSURE 5: CRITERIA AND SCORE SHEET PER CATEGORY**



**SCORE SHEET FOR  
OUTSTANDING YES-O  
STUDENT LEADER**

**NAME OF NOMINEE:** \_\_\_\_\_

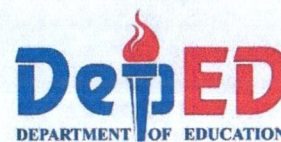
**Region/Division:** \_\_\_\_\_

School Category (1 Elementary & 1 Secondary)	Maximum Points	Participant's Points
<b>Organizational Leadership – 35 points</b>		
Implementation of all mandated Programs, Projects and Activities (PPAs) <ul style="list-style-type: none"> <li>• 1-50% of the mandated PPAs – 10points</li> <li>• 51-75% of the mandated PPAs – 15points</li> <li>• 76-100% of the mandated PPAs – 20points</li> </ul>	20points	
Governance: <ol style="list-style-type: none"> <li>1. Calendar of Annual Proposed Activities (CAPA)</li> <li>2. Certificate of Registration</li> <li>3. Registration Form</li> <li>4. Membership Forms</li> <li>5. Accomplishment Report (AAR)</li> <li>6. Activity Completion</li> <li>7. Monitoring and Evaluation Form by Division/Regional YES-O Program Coordinator</li> <li>8. Five-Year Targets</li> <li>9. Financial Reports</li> </ol> <ul style="list-style-type: none"> <li>• 1-3 accomplished documents – 5points</li> <li>• 4-6 accomplished documents – 10points</li> <li>• 7-9 accomplished documents – 15points</li> </ul>	15points	
<b>Networking, Linkages and Collaboration – 40 points</b>		
Involvement in community/civic/ organizations/ associations	15points	
Involvement in outreach/ extension programs/ activities (Outreach/Extension programs/ activities initiated where nominee served as: Proponent/ Chair = 2.00 Member = 1.00 Volunteer = 1.00	10points	
Participation to any trainings, webinars and workshops offered by DepEd and private sector related to Environment Protection and Youth Engagement	15points	
<b>Embodiment the core value “Maka-Kalikasan” – 25 points</b>		
Practicing 3Rs (Reduce, Reuse, Recycle)	5points	
Environmental Protection and Preservation	5points	
Advocated the practice of not using single-used plastic	5points	
Energy, Water and Power Supply Conservation	5points	
Practicing vegetable gardening at home	5points	
<b>TOTAL</b>	<b>100points</b>	

**SIGNATURE OVER PRINTED NAME OF THE EVALUATOR**

**DESIGNATION AND DATE**

**ENCLOSURE 5: CRITERIA AND SCORE SHEET PER CATEGORY**



**SCORE SHEET FOR  
OUTSTANDING YES-O  
TEACHER-ADVISER**

**NAME OF NOMINEE:** \_\_\_\_\_

**REGION/DIVISION:** \_\_\_\_\_

<b>School Category (1 Elementary &amp; 1 Secondary)</b>	<b>Maximum Points</b>	<b>Participant's Points</b>
<b>Assistance to YES-O – 40 points</b>		
Provision of Technical Assistance to YES-O officers to effectively implement all mandated Programs, Projects and Activities (PPAs)	20points	
Supervision to YES-O student officers to accomplish the following: 1. Calendar of Annual Proposed Activities (CAPA) 2. Certificate of Registration 3. Registration Form 4. Membership Forms 5. Accomplishment Report (AAR) 6. Activity Completion 7. Monitoring and Evaluation Form by Division/Regional YES-O Program Coordinator 8. Five-Year Targets 9. Financial Reports  *1-3 accomplished documents – 10 points *4-6 accomplished documents – 15 points *7-9 accomplished documents – 20 points	20points	
<b>Networking, Linkages and Collaboration – 30 points</b>		
Involvement in community/civic/ organizations/ associations	10points	
Involvement in outreach/ extension programs/ activities (Outreach/Extension programs/ activities initiated where nominee served as: Proponent/ Chair = 2.00 Member = 1.00 Volunteer = 1.00	10points	
Participation to any trainings, webinars and workshops offered by DepEd and private sector related to Environment Protection and Youth Engagement	10points	
<b>Embodiment the core value “Maka-Kalikasan” – 30 points</b>		
Practicing 3Rs (Reduce, Reuse, Recycle) at home	5points	
Lead the environmental protection and preservation in the community	5points	
Advocated the practice of not using single-used plastic at home	5points	
Energy, Water and Power Supply Conservation	5points	
Practicing vegetable gardening at home	5points	
Lead outreach programs in the community (e.g. clean-up drive, tree planting)	5points	
<b>TOTAL</b>	<b>100points</b>	

**SIGNATURE OVER PRINTED NAME OF THE EVALUATOR**

**DESIGNATION AND DATE**

ENCLOSURE 5: CRITERIA AND SCORE SHEET PER CATEGORY



**SCORE SHEET FOR  
GPP BEST  
IMPLEMENTER**

<b>NAME OF NOMINEE:</b>			
<b>REGION/DIVISION:</b>			
	<b>CRITERIA</b>	<b>MAXIMUM POINTS</b>	<b>PARTICIPANT'S POINTS</b>
<b>A. Crop Integration</b>			<b>20</b>
	• Fruit vegetables (productive)	5	
	10 or more	5	
	6 to 9	3.5	
	1 to 5	2.5	
	• Leafy Vegetables (productive)	5	
	5 or more	5	
	3 to 4	3.5	
	1 to 2	2.5	
	• Root Vegetables	4	
	5 or more	4	
	3 to 4	3	
	1 to 2	2	
	• Indigenous plant materials (vegetables)	3	
	5 or more	3	
	3 to 4	2	
	1 to 2	1.5	
	• Indigenous herbal plants	3	
	5 or more	3	
	3 to 4	2	
	1 to 2	1.5	
<b>B. Crop Production System</b>			<b>30</b>
	• Use of container vegetable and artistry	7.5	
	10 or more various container	7.5	
	6 to 9	6.5	
	1 to 5	4	
	• Gardening production		
	Use of trellis	2	
	Use of organic materials for mulch/fertilizer	3	
	Quality/Quantity of production	2.5	
	• Pest management		
	Use of botanical plant to repel insect/pest	5	
	Use of plant extract materials for pesticides	5	
	Use of other proven pest control devices to control pest	5	
<b>C. Product Utilization</b>			<b>20</b>
<i>Note: Number of Nutritionally problematic children: _____</i>			
	• % of nutritionally depressed school children supported under the gulayan	10	
	90 to 100	10	

**ENCLOSURE 5: CRITERIA AND SCORE SHEET PER CATEGORY**

CRITERIA	MAXIMUM POINTS		PARTICIPANT'S POINTS
55 to 89	6		
1 to 54	4		
• % of schoolchildren supported for maintenance		10	
40 to 50	10		
25 to 39	7		
1 to 24	3		
<b>D. Sustainability</b>			<b>20</b>
• Presence of sustainability plan (document)		5	
• Setting aside seed production area for next planting operation		8	
• Voluntary involvement of parent/teacher to provide succeeding plant material and labor for the project		7	
<b>E. Land Resource Space Utilization</b>			<b>10</b>
• % utilization of school area suitable for gardening		10	
80 – 100% utilization (estimate)	10		
60 – 79% utilization (estimate)	6		
30 – 59% utilization (estimate)	3		
<b>Grand Total</b>		<b>100</b>	<b>100</b>

**SIGNATURE OVER PRINTED NAME OF THE EVALUATOR**

**DESIGNATION AND DATE**

**ENCLOSURE 5: CRITERIA AND SCORE SHEET PER CATEGORY**

<b>SCORE SHEET FOR BKD BEST IMPLEMENTER</b>
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**NAME OF NOMINEE:** \_\_\_\_\_

**REGION/DIVISION:** \_\_\_\_\_

CRITERIA	MAXIMUM RATING	PARTICIPANT'S POINTS
1. Functionality of the BKD Program on Drug Abuse Prevention in Secondary Schools	<b>10%</b>	
a. Activities / Timetable	10%	
2. Coverage and Scope of Implementation	<b>15%</b>	
a. School-wide implementation	10%	
b. Community involvement and partnership	5%	
3. Nature of Extent of Drug Abuse Prevention Activities / Projects Initiated / Implemented / Organized (indicate number and support with documents)	<b>30%</b>	
a. INFORMATION (Use of Mass-Media-Print, TV/ broadcast, films, slide presentation, exhibits, etc.)	10%	
b. EDUCATION (Integration of drug abuse prevention concepts and BKD components in classroom instruction, organizing seminar-workshops on drug abuse prevention, launching of BKD, seminars, capability building, etc.)	10%	
c. INTERVENTION (Provision of guidance and counseling services, peer counseling, referral services, assistance to student surrenderers if any, etc.)	5%	
d. ALTERNATIVES (Sports / Athletics, Cultural, Income-Generating, Arts and Crafts, Religious, Civic and other Recreational Activities)	5%	
4. Extent of Involvement of the Following in Terms of Providing Leadership and Support in Program Implementation	<b>20%</b>	
a. Students	5%	
b. Teachers	5%	
c. School Administrators	2%	
d. Parent-Teacher Association (PTA)	2%	
e. Socio-Civic / Religious Organizations	2%	
f. Government Officials / Agencies	2%	
g. Non-Government Officials / Agencies	2%	
5. Attainment of Objectives	<b>20%</b>	
6. Monitoring and Evaluation Scheme	<b>5%</b>	
<b>TOTAL</b>	<b>100%</b>	

**SIGNATURE OVER PRINTED NAME OF THE EVALUATOR**
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**ENCLOSURE 5: CRITERIA AND SCORE SHEET PER CATEGORY**



**SCORE SHEET FOR  
OUTSTANDING BKD  
STUDENT OFFICER**

**NAME OF NOMINEE:** \_\_\_\_\_

**REGION/DIVISION:** \_\_\_\_\_

<b>CRITERIA</b>	<b>MAXIMUM RATING</b>	<b>PARTICIPANT'S POINTS</b>
<b>1. EXCELLENCE IN STUDENT/LEARNER GOVERNANCE</b>	<b>30%</b>	
a. Implementation of BKD PPAs on Drug Abuse Prevention	20%	
b. Governance	10%	
<i>(Refer to DO 47 s. 2014)</i>		
1. General Program of Action		
2. Resolutions		
3. Minutes of the Meeting		
4. Financial Reports		
5. Activity Completion/Evaluation Reports		
6. Communication Letters		
7. Accomplishment Reports		
<b>2. Networking, Linkages and Collaboration</b>	<b>30%</b>	
a. Involvement in Community/Civic Association and Organization	10%	
b. Involvement in Outreach, extension programs/activities	20%	
<b>3. OUTSTANDING ACCOMPLISHMENTS</b>	<b>40%</b>	
3.1 Training, Seminars and Workshop related to Drug Abuse Prevention Advocacy	10%	
3.2 Awards and Recognitions related to Drug Abuse Prevention Advocacy	10%	
3.3 Leadership Initiative and Advocacy (Flagship/Innovative Program/Project)	20%	
<b>TOTAL</b>	<b>100%</b>	

**SIGNATURE OVER PRINTED NAME OF THE EVALUATOR** \_\_\_\_\_

**DESIGNATION AND DATE** \_\_\_\_\_



NAME OF NOMINEE: \_\_\_\_\_

REGION/DIVISION: \_\_\_\_\_

CRITERIA	MAXIMUM RATING	PARTICIPANT'S POINTS
<b>1. Assistance extended to BKD Officers</b>	<b>30%</b>	
1.1 Technical assistance for the BKD Officers on the implementation of the PPAs	20%	
1.2 Supervision to the BKD Officers to Accomplish the Pre and Post Activity Documents	10%	
<b>2. NETWORKING, LINKAGES AND COLLABORATION</b>	<b>30%</b>	
Involvement in Outreach, extension programs/activities	20%	
Involvement in Community/Civic Organization	10%	
<b>3. OUTSTANDING ACCOMPLISHMENTS</b>	<b>40%</b>	
3.1 Trainings/Seminar/Workshop Related to Drug Abuse Prevention Advocacy	15%	
3.2 Awards and Recognitions Related to Drug Abuse Prevention Advocacy	20%	
3.3 Educational Attainment and Professional Growth	5%	
a. Doctorate Degree (5)		
b. Completed Academic Requirements for Doctoral Degree (4)		
c. Master's Degree (3)		
d. Completed Academic Requirements for Master's Degree (2)		
e. Baccalaureate Degree (1)		
<b>TOTAL</b>	<b>100%</b>	

SIGNATURE OVER PRINTED NAME OF THE EVALUATOR

DESIGNATION AND DATE

**Enclosure No.5: Criteria and Score Sheet**

**Criteria and Score Sheet**

**School Club**  
(Elementary and Secondary)

CRITERIA	WEIGHT	PTS	PERFORMANCE INDICATOR	MOV	Quality	Effectiveness	Timeliness	Rating	Score
<b>General Plan of Action</b>	10%	5	<b>Q</b> – Prepared a General Plan of Action Plan with complete parts <b>E</b> – Based on the organization’s mandate, aligned to the mother organization’s action plan and based on the needs of the school/community <b>T</b> – Submitted 2 days before due date	GPOA with date of submission and list of officers					
		4	<b>Q</b> – Prepared a General Plan of Action Plan with one missing part <b>E</b> – Based on the organization’s mandate, aligned to the mother organization’s action plan and based on the needs of the school/community <b>T</b> – Submitted 1 day before due date						
		3	<b>Q</b> – Prepared a General Plan of Action Plan with two missing part <b>E</b> – Based on the organization’s mandate, aligned to the mother organization’s action plan and based on the needs of the school/community <b>T</b> – Submitted on due date						
		2	<b>Q</b> – Prepared a General Plan of Action Plan with three missing part <b>E</b> – Based on the organization’s mandate, aligned to the mother organization’s action plan and						

		1	<p>based on the needs of the school/community  <b>T</b> – Submitted 1 day late</p> <p><b>Q</b> – Prepared a General Plan of Action Plan with four missing part  <b>E</b> – Based on the organization’s mandate, aligned to the mother organization’s action plan and based on the needs of the school/community  <b>T</b> – Submitted 2 days late</p>						
<b>Programs/Activities (Pas) Implemented</b>	20%	5	<p><b>Q</b> – Implemented 6 or more PAs  <b>E</b> – Effectively with accomplishment reports and documentation  <b>T</b> – Within the rating period</p>	Accomplishment reports, proposal and documentation (Number of accomplished activity over number of planned activity)					
		4	<p><b>Q</b> – Implemented 5 or more PAs  <b>E</b> – Effectively with accomplishment reports and documentation  <b>T</b> – Within the rating period</p>						
		3	<p><b>Q</b> – Implemented 4 or more PAs  <b>E</b> – Effectively with accomplishment reports and documentation  <b>T</b> – Within the rating period</p>						
		2	<p><b>Q</b> – Implemented 3 or more PAs  <b>E</b> – Effectively with accomplishment reports and documentation  <b>T</b> – Within the rating period</p>						
		1	<p><b>Q</b> – Implemented 2 or more PAs  <b>E</b> – Effectively with accomplishment reports and documentation  <b>T</b> – Within the rating period</p>						

<b>Exemplary Project</b>	15%	5	<p><b>Q</b> – At least 1 exemplary project was completed/implemented and has already been benefited from by students and/or teachers  <b>E</b> – Aligned to the club’s GPOA/mandate  <b>T</b> – Within the rating period</p>	Accomplishment reports, proposal and documentation					
		4	<p><b>Q</b> – At least 1 exemplary project was completed/implemented and has already been benefited from by students and/or teachers for the next SY  <b>E</b> – Aligned to the club’s GPOA/mandate  <b>T</b> – Within the rating period</p>						
		3	<p><b>Q</b> – At least 1 physical project is 80% in progress and may be completed before the school year ends.  <b>E</b> – Aligned to the club’s GPOA/mandate  <b>T</b> – Within the rating period</p>						
		2	<p><b>Q</b> – At least 1 physical project is 50% in progress and may be completed before the school year ends.  <b>E</b> – Aligned to the club’s GPOA/mandate  <b>T</b> – Within the rating period</p>						
		1	<p><b>Q</b> – The creation and/or planning of at least 1 exemplary project is ongoing  <b>E</b> – Aligned to the club’s GPOA/mandate  <b>T</b> – Within the rating period</p>						
<b>Teamwork/Partnership</b>	15%	5	<p><b>Q</b> – At least one accomplished PAP engaged members, non-members, teachers and administrator and community (people outside the school)  <b>E</b> – Aligned to the club’s GPOA</p>	Compilation of projects/programs showing the level of engagement of					

		4	<p><b>T</b> – Within the rating period</p> <p><b>Q</b> – At least one accomplished PAP engaged members, non-members, teachers and administrator.</p> <p><b>E</b> – Aligned to the club’s GPOA</p> <p><b>T</b> – Within the rating period</p>	stakeholders, attendance sheets					
		3	<p><b>Q</b> – At least one accomplished PAP engaged members, non-members, teachers.</p> <p><b>E</b> – Aligned to the club’s GPOA</p> <p><b>T</b> – Within the rating period</p>						
		2	<p><b>Q</b> – At least one accomplished PAP engaged members, non-members.</p> <p><b>E</b> – Aligned to the club’s GPOA</p> <p><b>T</b> – Within the rating period</p>						
		1	<p><b>Q</b> – At least one accomplished PAP engaged members.</p> <p><b>E</b> – Aligned to the club’s GPOA</p> <p><b>T</b> – Within the rating period</p>						
<b>Transparency</b>	10%	5	<p><b>Q</b> – The school club raised the school’s awareness about the activities/services planned/implemented/conducted in accordance to the club’s GPOA.</p> <p><b>E</b> – With accomplishment report.</p> <p><b>T</b> – At least 5 times within the rating period.</p>	Documentation with captions.					
		4	<p><b>Q</b> – The school club raised the school’s awareness about the activities/services planned/implemented/conducted in accordance to the club’s GPOA.</p> <p><b>E</b> – With accomplishment report.</p>						
		3	<p><b>T</b> – At least 4 times within the rating period.</p> <p><b>Q</b> – The school club raised the school’s awareness about the</p>						

		2	<p>activities/ services planned/implemented/conducted in accordance to the club's GPOA.</p> <p><b>E</b> – With accomplishment report.</p> <p><b>T</b> – At least 3 times within the rating period.</p> <p><b>Q</b> – The school club raised the school's awareness about the activities/ services planned/implemented/conducted in accordance to the club's GPOA.</p>						
		1	<p><b>E</b> – Aligned to GPOA</p> <p><b>T</b> – At least 2 times within the rating period.</p> <p><b>Q</b> – The club's bulletin board meets 1 of the following: creative, informative, interactive, displays the club's accomplishments, contains financial reports, updated monthly.</p> <p><b>E</b> – Aligned to GPOA</p> <p><b>T</b> – At least once within the rating period.</p>						
<b>Financial Reports</b>	5%	5	<p><b>Q</b> – 100% of the implemented activity was accompanied with financial reports.</p> <p><b>E</b> – Aligned to GPOA</p> <p><b>T</b> – Within the rating period</p>	Financial report of treasurer and auditor with complete attachment (receipts, liquidation reports of activities over number of liquidation reports)					
		4	<p><b>Q</b> – 80-99% of the implemented activity was accompanied with financial reports.</p> <p><b>E</b> – Aligned to GPOA</p> <p><b>T</b> – Within the rating period</p>						
		3	<p><b>Q</b> – 70-79% of the implemented activity was accompanied with financial reports.</p> <p><b>E</b> – Aligned to GPOA</p> <p><b>T</b> – Within the rating period</p>						
		2							

<b>Organizational Development</b>	5%	1	<p> <b>Q</b> – 60-69% of the implemented activity was accompanied with financial reports.  <b>E</b> – Aligned to GPOA  <b>T</b> – Within the rating period </p> <p> <b>Q</b> – 50-59% of the implemented activity was accompanied with financial reports.  <b>E</b> – Aligned to GPOA  <b>T</b> – Within the rating period </p>	Secretary's minutes of meeting with documentation noted by the adviser and attendance sheets.					
		5	<p> <b>Q</b> – The club conducted at least more than 5 meetings to follow up/update club GPOA's developments and accomplishments.  <b>E</b> – With minutes of meeting and documentation  <b>T</b> – Within the rating period </p>						
		4	<p> <b>Q</b> – The club conducted at least 5 meetings to follow up/update club GPOA's developments and accomplishments.  <b>E</b> – With minutes of meeting and documentation  <b>T</b> – Within the rating period </p>						
		3	<p> <b>Q</b> – The club conducted at least 4 meetings to follow up/update club GPOA's developments and accomplishments.  <b>E</b> – With minutes of meeting and documentation  <b>T</b> – Within the rating period </p>						
		2	<p> <b>Q</b> – The club conducted at least 3 meetings to follow up/update club GPOA's developments and accomplishments.  <b>E</b> – With minutes of meeting and documentation  <b>T</b> – Within the rating period </p>						
1									

			<p><b>Q</b> – The club conducted at least 2 meetings to follow up/update club GPOA’s developments and accomplishments.</p> <p><b>E</b> – With minutes of meeting and documentation</p> <p><b>T</b> – Within the rating period</p>						
<b>Support to mandated SSG activities</b>	20%	5	<p><b>Q</b> – The club participated in 90-100% of the mandated SSG activities.</p> <p><b>E</b> – Aligned to club and school SSG GPOA.</p> <p><b>T</b> – Within the rating period</p>	Certificate of participation, copies of attendance sheets.					
		4	<p><b>Q</b> – The club participated in 70-80% of the mandated SSG activities.</p> <p><b>E</b> – Aligned to club and school SSG GPOA.</p> <p><b>T</b> – Within the rating period</p>						
		3	<p><b>Q</b> – The club participated in 50-60% of the mandated SSG activities.</p> <p><b>E</b> – Aligned to club and school SSG GPOA.</p> <p><b>T</b> – Within the rating period</p>						
		2	<p><b>Q</b> – The club participated in 30-40% of the mandated SSG activities.</p> <p><b>E</b> – Aligned to club and school SSG GPOA.</p> <p><b>T</b> – Within the rating period</p>						
		1	<p><b>Q</b> – The club participated in 10-30% of the mandated SSG activities.</p> <p><b>E</b> – Aligned to club and school SSG GPOA.</p>						



<b>Plus factor</b>	Direct to the total score	5pts 5pts 5pts	<p><b>T</b> – Within the rating period</p> <p>The club has an approved constitution and by-laws.</p> <p>Conducted at least one fund raising activity</p> <p>Authored a school policy/resolution that benefits the students' adopted by the school</p>	<p>Copy of the constitution and by laws</p> <p>Accomplishment report with documentation and with report of total fund collected</p> <p>School Memorandum</p>					
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