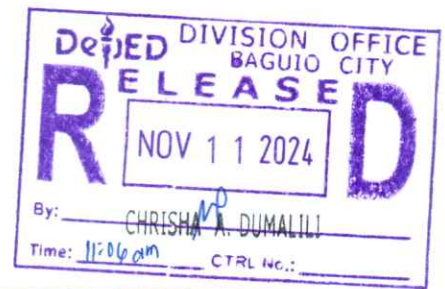




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



November 7, 2024

DIVISION MEMORANDUM
No. 649-2024

**ADDENDUM & CORRIGENDUM TO DM 639, S. 2024, RE: COMPOSITION OF
EVALUATION TEAM & RUBRICS OF WORK APPLICATION PLAN**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Others Concerned

1. Relative to Division Memorandum No. 639, s. 2024, re: Composition of Evaluation Team & Rubrics of Work Application Plan (WAP), attached is a copy of Enclosure 6A per DM 218, s. 2024 which proponents shall attach in their WAP.
2. The offices responsible in evaluating the WAP as per attached enclosure shall indicate their remarks and recommendations then to be forwarded at the HRDS office for the issuance of rubrics/checklist before submission at the SDS office for approval.
3. Further, the Public Schools District Supervisors are requested to check the completeness and alignment of the different components of the WAP of School Heads under their jurisdiction.
4. Immediate dissemination and compliance with this Memorandum is enjoined.

Digitally signed by Faculo Soraya
Tudlong
Date: 2024.11.11 10:02:50 +08'00'
SORAYA T. FACULO PHD, CESO VI
Schools Division Superintendent



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EVALUATION TOOL FOR PROPOSALS OF APPLICATION OF EDUCATION AND APPLICATION OF LEARNING AND DEVELOPMENT.

PROPOSAL OVERVIEW	STATUS OF COMPLIANCE	REMARKS/RECOMMENDATION
		(to be evaluated by Planning & Research Section)
Name/Title of Proposal	<input type="checkbox"/> clear, catchy, aligned with focus on content <input type="checkbox"/> needs refinement	
Objectives and Goals	<input type="checkbox"/> SMART <input type="checkbox"/> needs refinement	
Duration and Timeline	<input type="checkbox"/> attainable within the set timeline <input type="checkbox"/> needs longer duration <input type="checkbox"/> needs short term duration only	
Form and Style	<input type="checkbox"/> adheres to DepEd form and style and template requirement <input type="checkbox"/> needs major reformatting <input type="checkbox"/> minor reformatting	
RELEVANCE		to be evaluated by HRDS
Alignment to DepEd Vision, Mission, Goal and Themes	<input type="checkbox"/> aligned <input type="checkbox"/> not aligned	
Congruence with attended professional development activity	<input type="checkbox"/> coherent <input type="checkbox"/> not congruent	
CONTENT		To be evaluated by CID & ITO
Consistency or harmony across objectives, methods, resources	<input type="checkbox"/> coherent <input type="checkbox"/> not consistent	
Coherence in organization of proposal as it effectively communicates its purpose and significance	<input type="checkbox"/> coherent <input type="checkbox"/> not coherent	
Equity and inclusion is evident as it promotes measures to address disparities in access and participation	<input type="checkbox"/> evident <input type="checkbox"/> not evident	
Impact and sustainability can be assured as it promotes long term effect on learning outcomes,		



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institutional culture and community engagement		
OVERALL ASSESSMENT	() for approval of the SDS	
	() for refinement, to be resubmitted after a week	
	() for total revision, to be submitted after a month	