



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

November 4, 2022

DIVISION MEMORANDUM

No. 462, s. 2022

**ADDENDUM TO DIVISION MEMORANDUM NO. 500, S. 2022
RE: CALL FOR PRESENTATION OF INNOVATIONS**

To: Chief Education Supervisor (CID & SGOD)
Education Program Supervisors
Public Schools District Supervisors/District In-Charge
Section/Unit Heads
Public & Private Elementary and Secondary School Heads
All Others Concerned

1. To determine and quality assure all our division entries to the **Eastern Visayas Innovation Summit (EVIS)**, this Office announces the conduct of the Division Oral Presentation for the Division Screening of Best Innovations on November 10, 2022 at the New Division Conference Hall at 8:00am to 5:00pm.
2. In consonance to this activity, the Schools Division of Calbayog City calls for presentation of innovations from each district in the following categories:
 - a. Curriculum, Teaching & Learning, and Learning Resources;
 - b. Planning, Monitoring & Evaluation Systems, Research, and Technical Assistance;
 - c. Partnership & Linkages, Support to Health, and Disaster Risk Reduction; and
 - d. Governance and Leadership (Human Resource Development, Income Generation, and Administration)
3. District Offices are encouraged to submit **one (1) district-considered best innovation per category above**. It is either from elementary or secondary school. This is open to both teaching, teaching-related, and non-teaching personnel. Along this line, district offices shall conduct screening at their level to identify their best entries.

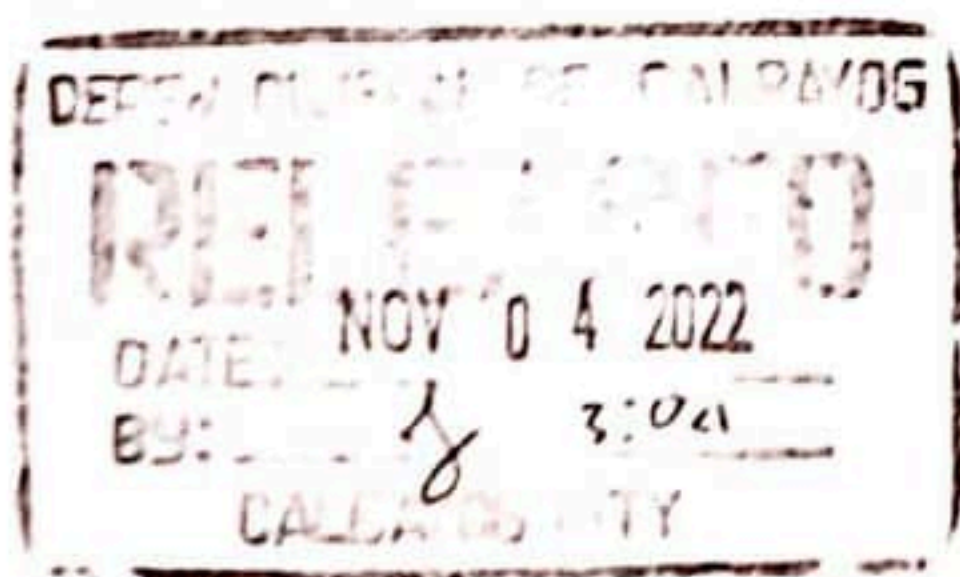


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4. Furthermore, Division Personnel are also encouraged to submit their completed innovations for screening.
5. This activity is part of the division initiatives of improving the performance of the division, districts, and schools through strengthened and intensified implementation of best innovations in education. Furthermore, this effort aims to assess its impact to the targeted clientele and give due recognition to its remarkable contribution in the improvement of division performance in general.
6. Attached are the guidelines and criteria to be followed (*see Enclosure 1*). Submission of required documents (in two separate copies) shall start on November 7, 2022 and shall end on November 9, 2022 through the Schools Governance and Operations Division – School Management, Monitoring, and Evaluation Section, **Attn: OSCAR D. BILLATE JR., SEPS-SMM&E**. Transmittal letter from the respective district is a must. Late entries shall no longer be accepted. Soft copies of the Project Briefs in PDF format shall also be submitted thru **bit.ly/submitdivinnov** (*see Enclosure 1 for the instructions of the submission*).
7. The oral presentation shall be done by the lead writer/lead author of the submitted innovation. A prescribed format of the Project Brief of a completed innovation is attached (*see Enclosure 2*).
8. The winner/s per category shall automatically be the official division entry/ies for the regional search. Awarding of the aforesaid search will be done during the Annual Division Pasidungog.
9. Immediate dissemination of and compliance with this Memorandum are earnestly desired.



MOISES D. LABIAN JR. PhD, CESO VI
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent

and answer Regional Office No. 820, s. 2022 re: Call for Presentation of Innovations
Following entries to be Perpetual Index Under the following subjects:
SGOD INNOVATIONS



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GUIDELINES IN IDENTIFYING THE BEST INNOVATION

I. Rationale

This pressing initiative is in line with the division's fervent desire of improving the performance of the division, districts, and schools through strengthened and intensified implementation of best innovations in education. Furthermore, this effort aims to assess its impact to the targeted clienteles and give due recognition to its remarkable contribution in the improvement of division performance in general. This activity also promotes district and school leaders' empowerment which is one of the division initiatives to effectively provide the four core deliverables of basic education.

II. Scope

Consistently implemented innovations on Curriculum, Teaching & Learning, and Learning Resources; Planning, Monitoring & Evaluation Systems, Research, and Technical Assistance; Partnership & Linkages, Support to Health, and Disaster Risk Reduction; and Governance and Leadership (Human Resource Development, Income Generation, and Administration) are qualified for this division search. The selection shall be done in two phases: Screening Phase and Oral Presentation Phase. The screening phase shall be done at the district level. This would include screening of documents particularly the project briefs. Documents should be submitted directly to the District Office within the period given. The District Office may use the criteria set by the Division Office. The District shall recommend one (1) for the Division Oral Presentation per given category which will be held on November 10, 2022.

For the division office entry/ies, you have to proceed directly to Oral Presentation Phase at the same scheduled date and time.

III. Committee on Best Innovations

This committee will be the one to evaluate and validate the submitted district entries based on the given criteria. This shall be composed of:

Chairperson:	DR. MOISES D. LABIAN JR., Ph.D., CESO VI, OIC-SDS
Co-Chairpersons:	UBALDO D. DIOMANGAY, Chief ES-SGOD DR. RENATO S. CAGOMOC, Chief ES-CID
Members:	DR. ERWIN L. PURCIA, EPS-English LOURDES L. MATAN, EPS-Filipino DR. AVELINA P. TUPA, EPS-Aral. Pan. DR. JOSHUA SHERWIN T. LIM, EPS-Mathematics DR. JOY B. SALDANA, EPS-Science NOEL E. SAGAYAP, EPS-LRMDS MERCEDITA M. GARCIA, EPS-MAPEH ARNOLD M. JARABA, EPS-TLE/EPP DR. NELSON R. BELLO, EPS-Values/Guidance



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RICKY S. CANO, EPS-ALS
DR. GERALDINE P. SUMBISE, EPS Designate for ADM
MARILYN S. TAHIL, EPS-SGOD

Secretariat: **OSCAR D. BILLATE JR.**, SEPS-SMM&E
CARREN MERYL A. CABADSAN, SEPS-SMN
ASTHER E. BACHAR, EPS II-SMM&E
SHARON D. BALZA, EPS II-SMN

Documentation: **LEAH D. BALANE**, AO II
ALIZA BORELA-ROA, ADAS II

During the Oral Presentation, the committee shall be divided into two (2) teams for the said categories:

TEAM A	TEAM B
Categories: <ul style="list-style-type: none"> Curriculum, Teaching & Learning, and Learning Resources; Planning, Monitoring & Evaluation Systems, Research, and Technical Assistance 	Categories: <ul style="list-style-type: none"> Partnership & Linkages, Support to Health, and Disaster Risk Reduction; Governance and Leadership (Human Resource Development, Income Generation, and Administration)
Leader: Dr. Renato S. Cagomoc Members: <ul style="list-style-type: none"> Dr. Erwin L. Purcia Dr. Avelina P. Tupa Dr. Joshua Sherwin T. Lim Dr. Nelson R. Bello Dr. Joy B. Saldana Noel E. Sagayap Secretariat: <ul style="list-style-type: none"> Oscar D. Billate Jr. Asther E. Bachar Documentation: <ul style="list-style-type: none"> Leah D. Balane 	Leader: Ubaldo D. Diomangay Members: <ul style="list-style-type: none"> Lourdes L. Matan Arnold M. Jaraba Mercedita M. Garcia Ricky S. Cano Dr. Geraldine P. Sumbise Marilyn S. Tahil Secretariat: <ul style="list-style-type: none"> Carren Meryl A. Cabadsan Sharon D. Balza Documentation: <ul style="list-style-type: none"> Aliza Borela-Roa
Venue: New Division Conference Hall	Venue: BAC Office (near the Office of ASDS)



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IV. Guidelines on Submission of Entries

1. Nominees shall submit the hard copy of the completed **PROJECT BRIEF** (see **Enclosures 2**) in two separate copies with the required MOVs attached per criteria on or before **November 9, 2022**.
2. All information in the project brief shall be encoded in a Word File using "TIMES NEW ROMAN 12, 1.5 spacing, indented paragraphs, normal margins (1 in all sides)" in A4 size bond paper with maximum of 3 pages excluding the appendices.
3. Attach all necessary appendices within the Word File.
4. Save your document in PDF format.
5. The file name must be in this format: <Category Code>_<Last Name of the Lead Author>_<District Name>

**Example: CTL_Pernia_Tinambacan 2*

**Codes are:*

CTL - Curriculum, Teaching & Learning, and Learning Resources
PMR - Planning, Monitoring & Evaluation Systems, Research, & TA
LHD - Partnership & Linkages, Support to Health, & DRR
GLA - Governance and Leadership (Human Resource Development, Income Generation, and Administration)

6. Go to **bit.ly/submitdivinnov** where you will be directed to a Google Drive.
7. Drop your PDF File into the Drive.
8. Late entries will no longer be accepted.

V. Criteria for Judging

All entries shall be assessed and evaluated using the following criteria:

➤ **Screening Phase (50%)**

- Paper/Printed Documentation (Accomplished Project Brief with MOVs) 100 points

➤ **Oral Presentation Phase (50%)**

- Delivery 25 points
- Organization 20 points
- Content 30 points
- Presentation Style/Strategy 25 points



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PRESCRIBED FORMAT OF THE PROJECT BRIEF

The submission must use Times New Roman font 12, 1.5 spacing, indented paragraphs, normal margins (1 inch all sides) A4 (8.27" x 11.69") size paper, maximum of 3 pages (including the appendix).

Title of Innovation Project

(Titles may include up to 12 words that will catch the attention of participants and accurately describe the project. Titles should not be capitalized unless it is an acronym.)

Project Author (Only the sole lead author per project)

Example:

Juan B. dela Cruz, Master Teacher II
Innovation Elementary School, Dugos, Abuyog City
0918 273-6450 | juan.delacruz@deped.gov.ph

Project Summary

The goal of this section is to present, in paragraphs, the background, objectives, methods, and results of the project concisely and clearly, and must be able to answer the following questions:

- Why did you create this project?
- Why do you consider this an innovation?
- Who were your target beneficiaries? Where did this take place?
- What activities did you accomplish to complete this project?
- How long did it take for you to complete the project? Who helped you with it?
- How much did you have to spend for its implementation?
- What was the result? What was the impact of your project to the educational system and to the community? What proof can you show us of its positive impact?
- What do you intend to do next?

Appendices (if applicable)

Pictures, screenshots, Letter MIA from Donors, recognitions received, approved evaluation form signed by project evaluators, etc.



Dr. Greg. Ramonapan, Calbayog City, Samar
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