



JAN 12 2010

DepEd MEMORANDUM

No. **7**, s. 2010

NATIONAL SEARCH FOR THE MOST OUTSTANDING ALS IMPLEMENTORS

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Schools Division/City Superintendents

1. The Department of Education (DepEd), through the Bureau of Alternative Learning System (BALS), announces the National Search for the Most Outstanding Education ALS Supervisors (ES I), District ALS Coordinators (DALSC), and ALS Mobile Teachers (AMT).
2. The search is one of the activities under the Project "Usapan at Aksiyon sa ALS Ngayon" (USAPAN) that seeks to support the professional growth and development of the ALS Implementers particularly the Education Supervisors (ES I), District ALS Coordinators (DALSC), and ALS Mobile Teachers (AMT) nationwide.
3. The search aims to give due recognition to the ALS Implementers for their exemplary performance, dedication, and outstanding achievements in the promotion of literacy in the country.
4. Enclosed are the guidelines, criteria and nomination form relative to the conduct of the National Search for ALS Field Implementers:
 - a. Enclosure No. 1 - Guidelines on the National Search for the Most Outstanding ALS Education Supervisors (ES I), District ALS Coordinators (DALSC), and ALS Mobile Teachers (AMT);
 - b. Enclosure No. 2 - Criteria for Evaluation/Judging; and
 - c. Enclosure No. 3 - Nomination Form.
5. For more details, please contact the Literacy Division, BALS, DepEd Central Office, Pasig City, at tel. no.: 635-4694.
6. Immediate and wide dissemination of this Memorandum is desired.

Ramon C. Bacani
RAMON C. BACANI
Undersecretary
Officer-in-Charge

Encls.: As stated
Reference: DepEd Memorandum: No. 269, s. 2008
Allotment: 1--(D.O. 50-97)
To be indicated in the Perpetual Index
under the following subjects:

ALTERNATIVE LEARNING SYSTEM (ALS)
PROJECTS

SEARCH
TEACHERS

Sally: search for most outstanding ALS implementers
January 7, 2010

(Enclosure No. 1 to DepEd Memorandum No. 7, s. 2010)

**GUIDELINES ON THE NATIONAL SEARCH FOR THE MOST
OUTSTANDING EDUCATION ALS SUPERVISORS (ES I),
DISTRICT ALS COORDINATORS (DALSC), AND
ALS MOBILE TEACHERS (AMT)**

I. Scope of the Program

The Search shall apply to all Education ALS Supervisors (ES I) I, Full-time District ALS Coordinators (DALSC), and ALS Mobile Teachers (AMT) nationwide who are recognized as Department of Education (DepED) employees pursuant to CSC Resolution No. 01-1352 dated August 10, 2001.

II. Categories of Awards

The awards are for the following ALS implementors:

1. *Division ALS Supervisors (ES I);*
2. *District ALS Coordinators (DALSC); and*
3. *ALS Mobile Teachers (AMT).*

III. Qualifications

Nominees must meet the following criteria:

1. Must be in the service at the time of nomination;
2. Have been rated at least Very Satisfactory or its equivalent for the last two (2) consecutive performance rating periods prior to their nominations; and
3. Have not been found guilty of any administrative or criminal offense involving moral turpitude and no pending administrative or criminal case at the time of nomination.

IV. Criteria for Evaluation/Judging

1. The nominations will be evaluated based on the following criteria (Enclosure No. 2) shown on the next page. Evidences should be in the form of Signed Testimonies, Certification by the Schools Division Superintendent/Regional Officials, other Stakeholders, Certificate of Participation/Recognition, Diploma, etc.
2. There will be separate evaluation for the three (3) categories.
3. Evaluation and judging at the national level will involve two (2) phases, namely:

First Round – a panel of evaluators for each category composed of selected BALS technical staff will determine which entries go to the second round of evaluation as finalists. Five (5) entries will be selected as finalists.

Second Round – a panel of external evaluators for each category composed of three (3) members will be tasked to analyze the pertinent records, on-site observations of and interviews with the nominees, learners and other concerned stakeholders (e.g. residents of the community, LGU, key DepED officials and significant others).

4. After thorough deliberations, the first, second, third, fourth and fifth place national winners for each category will be drawn. The decision of the Panel of Evaluators is final and executory.
5. The winners and the schedule of awarding will be announced formally through DepED Memorandum.

V. Required Nomination Documents

Nomination folder should contain the following documents and must be submitted in one (1) original or certified photocopies:

1. Properly accomplished nomination form for each category, filled out in a brief and concise manner by the Schools Division Superintendent using the Nomination form.
2. The summary of accomplishments should be certified/signed by the nominee, nominator (SDS) and the agency head (Regional Director).
3. CSC Form 212 or Personal Data Sheet of the nominee with passport size (1 1/2" x 2") with nametag taken within the last six (6) months.
4. Certification and/or copy of the Minutes of the deliberation on the nomination by the division and regional committees.
5. Certification issued by the nominee that he/she has not been found guilty of any administrative or criminal offense involving moral turpitude nor has any pending administrative or criminal case against him/her at the time of nomination.
6. Detailed information on dismissed case/s, if any.
7. Photocopies of nominee's clippings, news items, pictures and other documents to support the nomination.
8. All nominations with corresponding support documents endorsed by the nominator must be forwarded and addressed to:

The Office of the Director IV
Bureau of Alternative Learning System
Department of Education
3Fl Mabini Bldg., DepED Complex
Meralco Ave., Pasig City

9. ***Any misrepresentation made in any of the documents submitted shall be ground for disciplinary action against the certifying nominee/authority.***
10. Deadline for submission of nomination is on April 20, 2010. All regional nomination must reach the BALS on this date.

VI. Awards and Prizes

1. Winners will receive prizes in form of cash and plaque of recognition for each category.
2. Prizes will be as follow for each category:

First Place	-	P50,000.00 Plaque of Recognition, sash and bouquet of flowers
Second Place	-	P40,000.00 Plaque of Recognition, sash and bouquet of flowers
Third Place	-	P30,000.00 Plaque of Recognition, sash and bouquet of flowers
Fourth Place	-	P20,000.00 Plaque of Recognition, sash and bouquet of flowers
Fifth Place	-	P10,000.00 Plaque of Recognition, sash and bouquet of flowers
12 Semi-Finalists	-	P5,000.00 Certification of Recognition and bouquet of flowers

VII. Timetable (May – August 2009)

<i>Month</i>	<i>Activity</i>
February	Information dissemination
March	Preparation of documents/supporting papers
1 st week of April	Division level selection for the regional nomination
2 nd week of April	Regional level selection for the national nomination
April 19, 2010	Deadline of submission of regional nomination to the BALS

(Enclosure No. 2-A to DepEd Memorandum No. 7, s. 2010)

**CRITERIA FOR EVALUATION
Education ALS Supervisors (ES I)**

Evaluation Criteria	Weight	Score	Evidences Presented
A. Planning	5%		
1. Evolves and prepare an ALS Action Program that is responsive to the needs and problem obtaining in the division/district	2.5		
2. Conducts planning activities for development and implementation of ALS Program in the division/district	2.5		
B. Advocacy and Social Mobilization (networking and linkages)	10%		
1. Encourages active participation and pool services, personnel and programs of various stakeholders in similar programs at the division/district	2.5		
2. Establishes or reactivates the Provincial/City Coordinating Council and serve as the secretary for ES I/ serves as member, Municipal Development Council for PSDS	2.5		
3. Links with other agencies e.g., LGUs, NGOs, CBOs, POs	2.5		
4. Promotes efficiency and effectiveness of teaching and learning process through in-service trainings, observations & others in the CLCs	2.5		
C. Capacity Building (Technical Assistance)	30%		
1. Provides technical assistance in project development, local resource mobilization e.g., provincial/city municipal school board, implementation of ALS programs/projects & materials, etc.			
1.1 Adopts/adapts state-of-the-art techniques in the conduct of various program components: - Advocacy and Social Mobilization (AdSocMob) - Adult Learning Strategies - Program Monitoring and Evaluation (M&E) - Learner's Progress and Achievements	5		
1.2 Served as a resource person/trainer or any job related activity	5		
1.3 Conceptualizes literacy programs/s, e.g., Indigenous Peoples (IP), prisoners, fisher folks, women's group, solo parent	5		
1.4 Executes literacy program/s	5		
1.5 Demonstrates skills in recognizing and analyzing problems related to program/project for their solutions	5		

<ul style="list-style-type: none"> - identifies issues/problems and proposes solutions - implements the corresponding solutions to solve the problems ensued - evaluates valid facts and makes sound decision 			
2. Develops area-based curriculum and learning materials	5		
D. Monitoring and Evaluation	25%		
1. Monitors and evaluates ALS programs and projects at the grassroots	5		
2. Renders report of supervision to the School Division Superintendent	5		
3. Supervises implementation of ALS implementers and stakeholders	5		
4. Establishes MIS at the division/district level	5		
5. Documents best practices in ALS programs	5		
E. Research and Development	10%		
1. Undertakes action research on community-based programs/projects e.g., establishment and refurbishing of CLC	10		
F. Professional Growth	10%		
<p>Earned Post Graduate Studies</p> <ul style="list-style-type: none"> √ Doctoral <ul style="list-style-type: none"> - Full-fledge - Completed Academic Requirements - Completed 36 units and above - Completed 23 units and below √ Master Degree <ul style="list-style-type: none"> - Full-fledge - Completed Academic Requirements - Completed 36 units and above - Completed 24-35 units - Completed 23 units and below <p>• Attended in-service trainings such as:</p> <ul style="list-style-type: none"> √ International Level <ul style="list-style-type: none"> - 5 in-service trainings and up - 3-4 in-service trainings - 2 in-service trainings - 1 in-service training √ National Level <ul style="list-style-type: none"> - 5 in-service trainings and up - 3-4 in-service trainings - 2 in-service trainings - 1 in-service training √ Regional Level <ul style="list-style-type: none"> - 5 in-service trainings and up - 3-4 in-service trainings 	<p>3</p> <p>2</p> <p>1</p> <p>1</p> <p>1</p>		

<ul style="list-style-type: none"> - 2 in-service trainings - 1 in-service training √ Division Level <ul style="list-style-type: none"> - 5 in-service trainings and up - 3-4 in-service trainings - 2 in-service trainings - 1 in-service training √ District Level <ul style="list-style-type: none"> - 5 in-service trainings and up - 3-4 in-service trainings - 2 in-service trainings - 1 in-service training 	1		
G. Impact on the Learners/Community	10%		
1. Improves the lives of the learner/community	5		
2. Attitudes of ALS implementers change to positive	2		
3. Reduces illiteracy rate	3		
Total	100%		

(Enclosure No. 2-B to DepEd Memorandum No. 7, s. 2010)

CRITERIA FOR EVALUATION
District ALS Coordinators and ALS Mobile Teachers

Evaluation Criteria	Weight	Score	Sample Evidence to be Presented
I. Occupational Competence	70%		
A. Outstanding Accomplishments			
1. Planned activities that are responsive to the needs and problems of the community	5		Action Plan
2. Sourced-out funds from NGOs, LGUs and other organizations for the implementation of ALS programs/projects	10		Approved proposal
3. Conceptualized literacy programs/projects	10		Project Proposal
4. Published articles on ALS programs/projects	5		Published article
5. Served as a resource person/trainer/facilitator: <ul style="list-style-type: none"> • National – 1.75 • Regional – 1.50 • Division - 1.25 • District - .50 	5		Certificate of Participation/ Appreciation/ Recognition, pictorials
6. Developed community-based learning materials	10		Certified true copy of Learning Materials
7. Established functional data-base at the District/School level	10		Results of data generated, literacy mapping
8. Conducted action research on community-based programs/projects	10		Copy of action research conducted/findings, pictorials
II. Professional Advancement	20%		
1. Educational Attainment	5%		Diploma/certification
• Doctoral			
- Full-fledged	5.00		
- Completed Academic Requirements	4.75		
- Completed 36 units and above	4.50		
- Completed 23 units and below	4.25		
• Master Degree			
- Full-fledged	4.00		
- Completed Academic Requirements	3.75		
- Completed 36 units and above	3.50		
- Completed 24-35 units	3.25		
- Completed 23 units and below			
• College Graduate	3.00		

<p>2. In-service Trainings Attended</p> <p>International Level</p> <ul style="list-style-type: none"> - 5 in-service trainings and up - 4 in-service trainings - 3 in-service trainings - 2 in-service trainings - 1 in-service training <p>• National Level</p> <ul style="list-style-type: none"> - 5 in-service trainings and up - 4 in-service trainings - 3 in-service trainings - 2 in-service trainings - 1 in-service training <p>• Regional Level</p> <ul style="list-style-type: none"> - 5 in-service trainings and up - 4 in-service trainings - 3 in-service trainings - 2 in-service trainings - 1 in-service training <p>• Division Level</p> <ul style="list-style-type: none"> - 5 in-service trainings and up - 4 in-service trainings - 3 in-service trainings - 2 in-service trainings - 1 in-service training <p>• District Level</p> <ul style="list-style-type: none"> - 5 in-service trainings and up - 4 in-service trainings - 3 in-service trainings - 2 in-service trainings - 1 in-service training 	<p>10%</p> <p>3.00</p> <p>2.90</p> <p>2.80</p> <p>2.70</p> <p>2.60</p> <p>2.50</p> <p>2.40</p> <p>2.30</p> <p>2.20</p> <p>2.10</p> <p>2.00</p> <p>1.90</p> <p>1.80</p> <p>1.70</p> <p>1.60</p> <p>1.50</p> <p>1.40</p> <p>1.30</p> <p>1.20</p> <p>1.10</p> <p>1.00</p> <p>0.90</p> <p>0.80</p> <p>0.70</p> <p>0.60</p>		<p>Certificate of Participation/ Attendance</p>
<p>3. Awards Received</p> <ul style="list-style-type: none"> • National - 4 • Regional - 3 • Division - 2 • District - 1 	<p>10 %</p> <p>4</p> <p>3</p> <p>2</p> <p>1</p>		<p>Certificate of Recognition/ Appreciation/ Commendation</p>
<p>III. Personal Qualities and Character</p>	<p>10%</p>		
<p>1. Demonstrated positive traits both private and public life</p> <ul style="list-style-type: none"> • is friendly, compassionate and tactful • initiates, facilitates and builds inter-community relations • maintains wholesome relations with peers and inter-agency partners • demonstrates transparency, honesty, accountability and personal integrity 			<p>Signed testimonies of community members, DepED Key officials, partners, etc.</p>
<p>Total</p>	<p>100%</p>		

(Enclosure No. 3 to DepEd Memorandum No. 7, s. 2010)

Nomination Form

Attach Recent Colored
ID Picture

2" x 2"

General Instruction: Please type all entries in the form, use additional sheet if necessary.

A. PERSONAL DATA

Name: _____ Age: _____ Sex: _____
(Surname/Given Name/Middle Name)

Date of Birth: _____ Civil Status: _____ Place of Birth: _____

Home Address: _____
(No. of, Street, Municipality, Province/City)

Telephone Number: Office _____ E-mail: _____
Residence: _____ Mobile No.: _____

B. EDUCATIONAL BACKGROUND

	<i>Name of School</i>	<i>Inclusive Year</i>	<i>Degree Earned</i>
Elementary			
Secondary			
Vocational			
College			
Post Graduate			

(Attachment – Certified Copy of Diploma)

C. APPOINTMENT/DESIGNATION

<i>Item (Number)</i>	<i>Date of Appointment</i>	<i>Status</i>	<i>Remarks</i>

(Attachment – Certified Copy of Appointment/Designation Papers)

D. SERVICE RECORD

<i>Position Held</i>	<i>Name of School/Office</i>	<i>Period covered</i>	<i>Status</i>

(Attachment – Certified Copy of Service Record)

CERTIFICATION

We hereby swear to the best of our knowledge and belief that all information contained in this nomination form is true and correct and the attached documents hereto are authentic.

Principal
(Signature Over Printed Name)

Date: _____

Schools Division Superintendent
(Signature Over Printed Name)

Date: _____

Regional Director
(Signature Over Printed Name)

Date: _____