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DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: DEC 02 2019
BY: [Signature]

Republic of the Philippines
Department of Education
DIVISION OF MALAYBALAY CITY

DIVISION MEMORANDUM

No. 435, s. 2019

To: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Elementary and Secondary School Heads
All Others Concerned

From: **VICTORIA V. GAZO PhD, CESO V**
Schools Division Superintendent

Date: December 2, 2019

Subject: **ORIENTATION TO THE 2020 METROBANK FOUNDATION
SEARCH FOR OUTSTANDING FILIPINO TEACHERS**

1. Pursuant to Regional Memorandum No. 775, s. 2019 RE: Orientation to the 2020 Metrobank Foundation Outstanding Filipinos Search for Teachers, there will be an orientation on **December 6, 2019, 9:00 A.M** at the **Regional Office Conference Hall, Cagayan de Oro City**.
2. Enclosed is Regional Memorandum No. 775, s. 2019 for the nominees qualification, general guidelines about the award and nomination form.
3. Registration, Transportation and other incidental expenses relative to the participation of this activity shall be charged to local funds subject to usual accounting and auditing rules.
4. Queries relative to this can be relayed to **RIA K. ALCUIZAR**, Education Program Specialist II - Human Resource Development at **09176793533**.

Enclosure:

As stated

Copy furnished:

Records Unit
HRD

2019-5309



Republic of the Philippines
DEPARTMENT OF EDUCATION
DepEd Region X – Northern Mindanao



November 18, 2019

cts # 32988
DepED-X
Cagayan de Oro City

REGIONAL MEMORANDUM

No. 775, s. 2019

NOV 26 2019

RELEASED

**ORIENTATION TO THE 2020 METROBANK FOUNDATION
OUTSTANDING FILIPINOS SEARCH FOR TEACHERS**

To: **Schools Division Superintendents**
This Region

1. This Office, through the Human Resource Development Division (HRDD), will conduct an **Orientation to the 2020 Metrobank Foundation Outstanding Filipinos Search for Teachers** at the Regional Office (RO) Conference Hall, Cagayan de Oro City, on December 6, at 9:00 a.m.
2. The activity is aimed at the following:
 - a. Orient the nominees to the guidelines and details of the said search;
 - b. Provide technical assistance on how to package their documents; and
 - c. Prepare them for the demonstration teaching and interview process through a simulation activity.
3. The nominees are the following: (a) teachers awarded as outstanding teachers in the region for the last three years and (b) those actively teaching in the Philippines for the last 10 years. The said nominees must have, at least, completed academic requirements for Master's Degree for both elementary and secondary categories. Attached is the nomination form for reference.
4. The presence of the following former awardees is also requested to assist the participants in organizing, reviewing, and evaluating their documents.

Name	Position	Division/Office
Mary Jane Ramo	Principal 1	Misamis Occidental
Enerio E. Ebisa	Principal III	Iligan City
Mitchel V. Rodriguez	HR-SEPS	Gingoog City
Rebecca P. Postrano (Focal person)	EPS	Regional Office



Republic of the Philippines
DEPARTMENT OF EDUCATION
DepEd Region X – Northern Mindanao



5. Food of the participants shall be charged against the HRTD funds while travel and other incidental expenses shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.
6. For more inquiries and information, please contact Rebecca Postrano at cell number 0917-327-0565 or email at beckyppostrano@gmail.com.
7. Immediate and wide dissemination of this Memorandum is desired.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director

ATCH: As stated

Reference: DM no.003, s. 2018, RM no. 155, s. 2018

To be indicated in the Perpetual Index
under the following subjects:

METROBANK FOUNDATION
SEARCH
TEACHERS

* Orientation to the 2020 Metrobank Foundation Outstanding Filipinos Search for Teachers

HRDD/becky



ABOUT THE AWARD

The Metrobank Foundation Outstanding Filipinos (OF) Award is the most prestigious career-service award for Filipino exemplars in the academe, the military, and the police force. It pays tribute to the excellence and sacrifices of Filipino teachers, soldiers, and police officers who have gone over and beyond the call of duty to serve their profession and their community.

Ten (10) Filipino exemplars – 4 teachers, 3 soldiers, and 3 police officers – will be recognized for their initiatives and concrete contributions to the development of their sector and communities.

Since 1985, the Metrobank Foundation has honored total of 675 Outstanding Filipinos – 368 teachers, 160 soldiers, and 147 police officers.

WHO ARE ELIGIBLE TO JOIN?

Nominees must...

1. be Filipino teachers, soldiers, and police officers with full-time or permanent appointment.
2. have rendered a minimum 10 years of service with at least "very satisfactory" rating in the last 10 years. Moreover, the nominee must not be on leave for more than two years immediately prior to nomination and must still have at least 3 years of remaining service before retirement.
3. have exhibited good moral character and must NOT have been adjudged guilty in any civil, administrative or criminal case.

In addition,

1. Elementary, secondary, or alternative learning system mobile teachers must have full teaching load and must have completed academic requirements for a Master's Degree. Higher Education teachers, including graduate school, must have a Doctorate Degree (Ph.D., Ed. D., and D.Sc.). Higher Education teachers with a medical degree (M.D.) and the like, a law degree (J.D.) and the like are qualified to join.

The following are also eligible to join, provided they meet specific requirements:

- a. Kindergarten teachers provided that the kindergarten level is part of the integrated curriculum or part of an elementary school system; and,
- b. Those carrying administrative positions, including district alternative learning system coordinators, provided they carry a minimum of 6 hours (or 6 units)/week teaching load within the school year they are joining. Regional directors, division and district supervisors, school heads, campus directors and executive directors in satellite campuses, presidents, chancellors, and vice presidents of schools are NOT eligible to join.
2. For SOLDIERS, qualified AFP commissioned officers (*Captain to Colonel*) must have completed a Bachelor's Degree while AFP enlisted personnel (*Corporal to Chief Master Sergeant*) must have completed at least a High School degree.
3. For POLICE OFFICERS, senior commissioned officers (*Police Lieutenant Colonel to Police Colonel*), field grade commissioned officers (*Police Lieutenant to Police Major*) and non-commissioned officers (*Police Corporal to Police Executive Master Sergeant*) must have completed a Bachelor's Degree.

WHO CAN NOMINATE?

For TEACHERS: School administrators, school heads, president of colleges/universities or chancellors of autonomous campuses are the primary nominators. For satellite campuses, campus directors or executive directors may endorse but the presidents are still the official nominators. For DepEd Schools without principals, the teachers-in-charge (TIC) can nominate. If the nominee is the TIC himself/herself, the school administrator/school head/district supervisor who is officially designated for the school shall endorse the nomination.

For SOLDIERS AND FOR POLICE OFFICERS: Immediate Commissioned Officer superiors or heads of the soldiers and police officers are the primary nominators (except those who are junior/field grade commissioned officers).

The following may also nominate in any or all of the three sectors and endorse a nominee (*This is Annex A of the nomination form*) provided that the school/unit of assignment/station of the nominee clears the nomination:

- a. Government officials/leaders
- b. Journalists/Members of the media
- c. Business leaders
- d. Members of the church and civil society organizations
- e. Non-government organizations related to the sectors
- f. Awardees of the Metrobank Foundation Outstanding Filipinos (formerly SOT, TOPS, COPS)
- g. District and division supervisors
- h. Regional directors

In addition to the abovementioned nominators and upon invitation from the Award Secretariat, selected individuals and

WRITE US:	Metrobank Foundation Outstanding Filipinos Secretariat, 4 th Floor, Metrobank Plaza, Sen. Gil Puyat Ave., Makati City 1200
EMAIL US:	outstandingfilipinos.mbf@gmail.com
CALL US:	Direct line: (02) 898-8757; Mobile Number: Teachers - (0919)0628128; Soldiers - (0926)7089276; Police Officers - (0919)0628127



reputable organizations may also nominate and endorse a candidate of their choice.

WHAT ARE THE CRITERIA FOR SELECTING THE AWARDEES?

- 1. Values: As a Responsible Citizen**
 - a. The values of patriotism, heroism and courage that the nominee lives by and how he/she exemplifies these in his/her personal and professional life
 - b. The nominee's sense of common good
- 2. Service: As an Exemplary Public Servant**
 - a. The nominee's demonstration of the values of honesty, integrity and professionalism in both his/her personal and professional life
 - b. The nominee's attitude towards his/her profession
- 3. Impact on Community: As an Agent of Positive Change and Influence**
 - a. The nominee's contribution to his/her community
 - b. How he/she demonstrates effective leadership
 - c. His/her ability to translate knowledge into action
 - d. Whether he/she is a visionary

HOW DO I JOIN THE AWARD?

Joining the Award is easy!

1. Once nominated, the nominee accomplishes the nomination form. There are two ways to do this:
 - a. Accomplish the nomination form **online** at <http://bit.ly/OFAward2020>. The accomplished form will then be sent to the active e-mail address indicated in the form. Print and sign the original accomplished nomination form in 8.5 x 13 bond paper.
 - b. Manually fill-up the form. Contact the OF Secretariat (*see details below*) for a copy of the nomination form.
2. Submit the hardcopy of the original **SIGNED accomplished nomination form with the nominator's endorsement** personally or through courier addressed to OF-Teachers Secretariat, Metrobank Foundation, 4/F Executive Offices, Metrobank Plaza, Sen. Gil Puyat Ave., Makati City 1200 on or before **DECEMBER 27, 2019**.
3. Scan (and save as PDF) the accomplished nomination form and the endorsement. The PDF file will be submitted together with the rest of the supporting documents once the nominee is deemed eligible for the Award.

WHAT ARE THE PRIZES?

Each Outstanding Filipino shall receive a cash prize of 1 million pesos, "The Flame" trophy, and Metrobank Foundation Medallion of Excellence. Non winning finalists will receive P50, 000.00 cash incentive and a certificate of recognition.

Awardees shall also be conferred the title, "Metrobank Foundation Fellows in Public Service", sharing their advocacies and best practices through public lectures across the country.

IMPORTANT DATES TO REMEMBER

December 27, 2019	Deadline for submission of SIGNED Nomination Form and SIGNED Nominator's Endorsement
February 28, 2020	Deadline for submission of COMPLETE Supporting Documents for Eligible nominees
March - April 2020	Selection Phase
May-June 2020	Field Validation Phase
July 2020	Final Judging Phase
August 2020	Announcement of Awardees
September 2020	Recognition Ceremonies

INSTRUCTIONS:

1. ACCOMPLISH the online nomination form at <http://bit.ly/OFAward2020>.
2. FILL-OUT all information COMPLETELY and LEGIBLY using CAPITAL LETTERS (except for the e-mail address).
3. PRINT and SIGN the original accomplished nomination form in legal-sized bond paper.
4. SCAN (and save as PDF file) the accomplished and signed nomination form with the nominator's endorsement. *(The PDF file will be submitted together with the rest of your supporting documents).*
5. SUBMIT the nomination form with the nominator's endorsement personally or through courier addressed to OF Secretariat, Metrobank Foundation, 4/F Executive Offices, Metrobank Plaza, Sen. Gil Puyat Ave., Makati City 1200 ON OR BEFORE DECEMBER 27, 2019.

Attach here your latest 2"x 2" ID colored photo. It must be front, facial close-up, with your printed name & signature at the back of the photo.

AWARD JOINING IN: (please check as appropriate)

AWARD FOR TEACHERS

- Elementary (Kindergarten to Grade Six) Secondary (Grade Seven to Grade Twelve) Higher Education/Graduate School

AWARD FOR SOLDIERS

- A. Commissioned Officer Enlisted Personnel
 B. Philippine Army Philippine Navy Philippine Air Force

AWARD FOR POLICE OFFICERS

- Police Senior Commissioned Officer Field Grade Police Commissioned Officer Police Non-Commissioned Officer

I. PERSONAL INFORMATION

Full Name: _____
 Title First Name Middle Name Last Name Suffix (Kindly include degrees attained)

Home Address: _____
 Residence No. Street Subdivision/Town/Barangay/District/

City/Municipality Province Zip Code Region

Date of Birth: (mm/dd/yy) _____ Age: _____ Place of Birth: _____ Religion: _____ Nationality: _____

Gender: M F Civil Status: Single Married Widow/Widower
 Legally Separated Legally Annulled Residence Phone No.: _____
 (Area Code + Tel No.)

Name of Spouse: _____ No. of Children: _____

Active Email Address: _____ Alternate Email: _____ Personal Mobile No.: _____

II. PROFESSIONAL INFORMATION

PRC Lic. No. / AFP ID _____ ID _____ AFP / PNP _____
 No. / PNP ID No.: _____ Validity: _____ Serial No.: _____ TIN No: _____

Current Rank/Position: _____ Field of Specialization: _____ Designation: _____

Date Entered Teaching/ Military/Police: _____ Total No. of Years in Profession: (accumulated) _____ Remaining Years in Service: (Before retirement) _____

Name of School /Unit /Station: _____ School ID: (For K-12) _____

Complete School / Unit / Station Mailing Address: _____
 No./Street Sitio/Barangay/ District

City/Municipality Province Zip Code Region

Office Phone No.: _____ Office Fax No.: _____ Office Email Address: _____
 (Area Code + Tel. No.) (Area Code + Tel. No.)

WRITE US:	Metrobank Foundation Outstanding Filipinos Secretariat, 10 th Floor, Metrobank Plaza Annex, Sen. Gil Puyat Ave., Makati City 1200
EMAIL US:	outstandingfilipinos.mbf@gmail.com
CALL US:	Direct line: (02) 898-8757; Mobile Number: Teachers - (0919)0628128; Soldiers - (0926)7080276; Police Officers - (0919)0628127

III. EDUCATIONAL BACKGROUND & ADVANCEMENT

Kindly write your educational attainment and begin with the most recent. Please also include on-going studies.

EDUCATION EARNED (i.e. Doctoral, Masters, Bachelors, High School)	MAJOR / SPECIALIZATION	NAME & ADDRESS OF SCHOOL	INCLUSIVE YEARS	ACADEMIC DISTINCTIONS

IV. PERFORMANCE EVALUATION

Write your performance evaluation/rating obtained for the last ten (10) years. If you were on leave during any of the years below, use the years closest to the last 10 years or if you are on schooling, please indicate your performance in the school/unit of assignment/station.

Year/School Year										
Numerical Rating										
Descriptive Equivalent (e.g. O-Outstanding; VS- Very Satisfactory)										

V. COMPETITION RECORD

Have you joined the Metrobank Foundation Outstanding Filipinos – (formerly SOT, TOPS, COPS) before? YES NO
If Yes, in what year/s? _____

Have you been a Finalist of the Metrobank Foundation Outstanding Filipinos (formerly SOT, TOPS, COPS) before? YES NO
If Yes, in what year/s? _____

VI. ENDORSEMENT (to be filled out and signed by the nominator)

On a separate sheet of paper (ONE page, legal-sized bond paper (8.5"x13") with 0.6" margin on all sides, Arial font, size 12, and single spacing), please submit a description of the nominee signed by the nominator explaining why the she/he should receive the Metrobank Foundation Outstanding Filipinos Award. Please describe the nominee in terms of the following and cite specific examples:

- character (personal qualities)
- competence (professional skills, expertise and track record)
- contribution to service and contribution to community involvement

(Please attach the nominator's endorsement to the duly accomplished nomination form upon submission.)

VII. NOMINATOR'S CERTIFICATION

This is to certify that I voluntarily nominate _____ to the Metrobank Foundation Outstanding Filipinos. This nomination is a tribute to his/her track record of excellence in the teaching / military / police profession and to his/her exemplary dedication in his/her chosen field and ultimately contribute to nation building.

Signed this day of _____ at _____
Date (mm/dd/yy) _____ Place _____

Printed Name and Signature of Nominator

Designation: _____ Organization: _____

Complete Address: _____
Name of Building / No. _____ Street _____ District/Town/Barangay _____

City/Municipality _____ Province _____ Zip Code _____ Region _____

Office Phone No.: _____ Personal Mobile No. _____ Personal Email Address: _____
(Area Code + Tel. No.) _____

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VIII. NOMINEE'S CERTIFICATION

This is to certify that I voluntarily submit myself to the rules of the Metrobank Foundation Outstanding Filipinos. I agree to accomplish the nomination form online and provide the complete supporting documents should I qualify for the next phase of the Award. I also certify that I am physically and mentally fit to undergo the evaluation process of the search.

Further, I authorize the organizers or their designated agent/s to validate the information, records, documents that I shall submit in relation to the nomination and to use these in related activities. In this regard, I hereby exempt, discharge, release and free Metrobank, the Metrobank Foundation, Inc., their respective directors/trustees, officers, employees, members and staff, affiliates and/or subsidiaries, and the judges of the search, from any claim or liability arising from my participation in the search.

I hereby certify to the best of my knowledge and belief that all the information contained in this form is true and correct. I am aware that any willful misrepresentation or misdeclaration of facts or any untruthful statement or information stated herein shall be used as basis for my disqualification or the withdrawal of any award slot.

I hereby commit that should I win the Award, I will continue to render service in the Philippines for at least three (3) years.

Under the Data Privacy Act of 2012 (R.A. 10173) and as a nominee in the Metrobank Foundation Outstanding Filipinos (OF), I allow the Metrobank Foundation, Inc. (MBFI) to collect and use my personal information such as name, address, occupation, family background, contact details, etc. for administrative and documentation purposes in the course of my participation in the OF. I acknowledge that I may revoke this authorization any time by notifying MBFI in writing and all personal information collected will be stored in a secure location; retained in accordance with our retention policies; and only authorized MBFI employees will have access to them. I understand that if I think that my personal data was mishandled in terms of confidentiality or integrity, or if someone tampered with my personal data without my consent, I may contact the MBFI Data Protection Officer through telephone number (63 2) 857 0679/Fax: (63 2) 818 5656, or email at mbfi.dataprotection@metrobank.com.ph.

Signed this day of _____ at _____
Date(mm/dd/yy) Place

Printed Name and Signature of Nominee

IX. CRIMINAL, CIVIL & ADMINISTRATIVE RECORD

Have you been **CHARGED** with any of the following offenses at any time before you joined and/or during active in service?

___ YES ___ NO; Administrative Civil Criminal

Status: Case Dismissed Pending

Have you been **CONVICTED** of any of the following offenses at any time before you joined and/or during active in service?

___ YES ___ NO; Administrative Civil Criminal

Status: Case Dismissed Pending

X. CHARACTER REFERENCES

Please list down three (3) names of references that are NOT directly related to the nominee by consanguinity or affinity.

NAME	POSITION/ ORGANIZATION	ADDRESS	MOBILE NUMBER	EMAIL ADDRESS
1.				
2.				
3.				

XI. ADDITIONAL PROFESSIONAL INFORMATION (FOR TEACHERS ONLY)

Status of Appointment: Full time Part time Tenure: Permanent/Regular Temporary/Substitute/ Contractual/Volunteer

Main Subject Currently Handling (Write one only): _____ Main Grade/Year Level Currently Handling: _____

Your School/Institution's Definition of Full Load (in no. of hrs./week): _____ Your TOTAL LOAD for the CURRENT school year (in no. of hrs./week): _____

Please write the **BREAKDOWN** of your total load for the **CURRENT** school year below:

LOAD	Teaching (in no. of hrs. / week)	Administrative Work (in no. of hrs. / week)	Research (in no. of hrs. / week)	Others (Pls. specify)

Name and Signature of School Head/ Person-in-Charge of Teachers' Schedule

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