



Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO
 DIVISION OF MALAYBALAY CITY

DM-2022-12-035
 DEPED MALAYBALAY CITY DIVISION
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DIVISION MEMORANDUM

No. 035, s. 2022

To: Assistant Schools Division Superintendent
 Chief Education Supervisors, SGOD and CID
 Education Program and Public Schools District Supervisors
 All School Heads
 All Others Concerned
 This Division

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

Date: December 1, 2022

Subject: **SIBWAL AWARDS FOR READING PROGRAM IMPLEMENTATION**

1. The Sibwal Award for Excellence in Reading Implementation is a DepEd Division of Malaybalay City rewards and recognition program for Curriculum and Instruction on initiated by the Office of the Chief for Curriculum Implementation Division, which is anchored on the Divisions Rewards and Recognition and Civil Service Commission's Program on Awards and Incentives for Service Excellence (PRAISE). The program seeks to encourage creativity, innovativeness, integrity and productivity in curriculum implementation and public service as a whole in the area of reading implementation as an immediate response to the learning poverty brought about the pandemic. It also aims to showcase the best learning-focused and innovative practices among DepEd Malaybalay City units, officials and employees as well as the effective implementation of School-Based Management in all school districts schools and learning center.

2. The districts/schools should strictly follow the timeline to ensure successful conduct of the activity and to prevent delays in the process. District Offices are advised to create their Search and Selection Committee.

3. Documents of all District awardees /Division nominees shall be submitted with their substantial support documents executing self-omnibus certification for each of the categories on or before **January 20, 2023 (Friday)** Attention: **Vicente G. San Miguel, EDD** – Public Schools District Supervisor- SIBWAL Awards Committee Chairperson.



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4. Validation of nominees in all categories shall commence **January 24-27,2023**, and committee chairperson must submit the result of the assessment and validation of their respective categories on or before **January 31, 2023**.
5. The Awarding Ceremony dubbed as **SIBWAL READING AWARDS FOR READING IMPLEMENTATION** will be **February 14,2023**@ Malaybalay City National Science High School Gymnasium.
6. Enclosed are the specific criteria and division search committee of Evaluators in different categories. Only those nominees who obtain the cut off score of **60 pts** will be declared as outstanding on each category.
7. Expense to be incurred relative to the conduct of the activity are chargeable to local funds or any available funds subject to the usual accounting and auditing rules and regulations.
8. The following are attached for reference:
 - ANNEX A** - Guidelines on the Sibwal Awards For Excellence in Reading Program Implementation
 - ANNEX B** - Nomination Form
 - ANNEX C** - Omnibus Certification
 - ANNEX D** - Certification
 - ANNEX E** - List of Official Winners
 - ANNEX F** - Nomination write-up
9. Moreover, as part of the Department's implementation of Equal Employment Opportunity Policy (EEOP) particularly in the area of Rewards and Recognition (R&R) of the PRIME-HRM,EEOP shall be observed, that is fair treatment in the recommendation and selection of nominees regardless of age, sex, sexual orientation, gender, gender identity, civil status, disability, religion, ethnicity and political affiliation among others.
10. For inquiries, please contact **Vicente G. San Miguel, EdD** Public Schools District Supervisor at **09778091156**
11. Immediate and wide dissemination of this Memorandum is desired

Copy furnished:
Records Unit
PSDS/VGSM



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ANNEX A

GUIDELINES ON THE 2022 SIBWAL AWARDS FOR EXCELLENCE IN READING PROGRAM IMPLEMENTATION

I. Rationale

In consonance with Regional Memorandum 243 s. 2019 Re: Implementation of Project CNR(ROX Reading Program) and DepEd Order No. 9, s. 2002 entitled Establishing the Program on Awards and Incentives for Service Excellence (PRAISE) in the Department of Education and DepEd Order No. 78, s. 2007 entitled Strengthening the Program on Awards and Incentives for Service Excellent (PRAISE) of the Department of Education and in life with its quality policy to ensure excellent employees performance through continual improvement, DepEd SDO- Malaybalay City recognizes and rewards employees for their innovative ideas, superior accomplishments, exemplary performance, extraordinary acts or services in the public interest and other efforts contributing to efficiency, economy and improvement in government in government operations which lead to organizational productivity.

II. Award Category

- **Outstanding Reading Program Implementer (Teacher)**
- **Outstanding Reading Program Implementer (School)**
- **Outstanding Reading Program Implementer (Coordinator)**

Section 2 Awards Categories - The awards categories of the Sibwal Awards for Reading Implementation shall be as follows:

- 2.1 **Outstanding Reading Program Implementer (Teacher)** -This award is given to elementary and secondary teachers that implemented reading in their respective levels. This is awarded to each school typology for the key stages 1,2,3 and 4.
- 2.2 **Outstanding Reading Program Implementer (School)** - This award is given to elementary and secondary schools that implemented reading in their respective levels. This is awarded to each school typology for the key stages 1,2,3 and 4.
- 2.3 **Outstanding Reading Program Implementer (Coordinator)**- This award is given to elementary and secondary reading coordinators that implemented reading in their respective schools. This is awarded to each school typology for the key stages 1,2,3 and 4.

III. 1. GENERAL PROVISIONS

Section 1 This provision is issued aligned with quest of the division to deliver quality



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basic education and to make necessary measures to recover learning lost during the onset of pandemic that resulted to learning poverty. To reward teacher, school heads, and other education leaders for their efforts in reading implementation initiatives, this search is launched as a way of recognizing the field personnel efforts in division wide reading implementation.

Section 2. Scope. The Sibwal Award for Excellence Reading Program Implementation is a DepEd-SDO Malaybalay City rewards and recognition initiated by the Office of the Chief for Curriculum Implementation Division for exemplary accomplishments in reading implementation which had significant positive impact on the quality of basic education, aligned with the Department of Education Thrust on the Delivery of Quality Basic Education.

Section 3. Definition of Terms- Notwithstanding as may be provided in relevant laws, rules and regulations, the following terms are hereby defined as used in this Manual:

- 3.1 **Outstanding Reading Program Implementer (Teacher).** refer to the teachers that give premium attention to the implementation of the school reading program in classroom levels to improve the reading levels of the learners from frustration to independent readers.
- 3.2 **Outstanding Reading Program Implementer (School)-** refers to the schools that shows exemplary performance in the implementation of their adopted or innovated reading programs that yields remarkable gains in terms of percentage of readers improvements, learning resources, production reading program implementation and stakeholders linkages.
- 3.3 **Outstanding Reading Program Implementer (Coordinator)-** refers to the teachers who serves as backbone of school reading initiative implementation ensuring that reading program becomes part of the teaching and learning routines in school using appropriate strategies.

Section 4. Essential Features - Sibwal Award For Excellence in Curriculum Implementation in Reading through the Office of the Curriculum Implementation Division shall be designed to recognize and reward exemplary contribution of the field offices (schools and schools district offices) in making authentic learning to happen and reading ability lost is recovered in the lives of public-school learners.

Section 5. Basis of Providing Incentives - The Office of the Curriculum Implementation Division shall adhere to the principles of providing incentives and awards based on the performance, innovative ideas and exemplary behavior of DepEd officials and employees, regardless of age, appointment status, gender, civil status, social status, race, ethnicity, religion, religious belief and any other characteristics specified. Moreover, this shall conform with the result of the evaluation based on performance in reading (Number of learners shifted from frustration to instructional and instructional independent readers), **production/ innovation** of Significant learning resources/ reading implementation plan and overall Accomplishment/gains/s in Fostering





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Learning, Impact of Accomplishments in making learning happen, Innovations in Enhancing Learner's Achievement.

Section 6. **Timeliness of Award or Recognition** - The recognition of the various categories of the Sibwal Award For Excellence for Reading Program Implementation shall be given with due consideration to the timeliness of during the season of reading program implementation.

Section 7. **Principles** - The Sibwal Awards for Reading Program Implementation shall adhere to equal opportunity and principle of providing incentives and awards based on performance, innovative ideas and exemplary contribution of the field offices utilizes exemplary practices anchored in the school-based management guidelines that improve learning and academic achievement, relies on data driven decision-making and provides frameworks and tools for organizing and designing effective teaching-learning activities.

Section 7. **Non-Monetary Awards.** The Sibwal Awards for Curriculum Reading Program Implementation shall provide non- monetary awards and incentives to recognize, acknowledge, and reward productive, innovative, and learning-focused approaches of the top 3 nominees.

IV. OBJECTIVES

Section 4. **Objectives.** The program seeks to encourage creativity, innovativeness, integrity and productivity in reading program implementation. It also aims to showcase the best learning- focused and innovative practices among DepEd-SDO Malaybalay City schools, and field officials as well as the effective implementation of School-Based Management in every school.

V. COMPOSITION, DUTIES AND FUNCTIONS OF THE SIBWAL AWARDS SCREENING COMMITTEE MEMBERS AND SECRETARIAT

Section 5. Composition of the Sibwal Award For Excellence in Reading Program Implementation Screening Committee and Secretariat shall be constituted to screen and recommend eligible nominees for screening and recommend eligible candidates with the efficiency, wide participation, and transparency in all processes. These are the following:

- 5.1 Schools Division Superintendent – Chairperson
- 5.2 Assistant Schools Division Superintendent -Co-Chairperson
- 5.3 Chief Education Supervisor for Curriculum Implementation Division- Co-Chairman

Members

- 5.4 EPS in English and Filipino
- 5.5 President of the Division Association of PSDS
- 5.6 Sibwal Program holder to serve as secretariat



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The members of the Sibwal Award For Excellence in Reading Program Implementation Screening Committee shall compose of the Office of the Schools Division Superintendent, Assistant Schools Division Superintendent, Chief Education Supervisor, EPS in English and Filipino and President of PSDS association or its authorized representation and Secretariat.

On the other hand, the Secretariat shall compose of five personnel from the Office of the Curriculum Implementation Division as identified by the Chief.

Section 5.7 Duties and Functions of the Sibwal Award For Excellence in Reading Implementation Committee- The duly constituted Sibwal Award For Excellence in Reading Implementation Committee shall be responsible for the development, administration, monitoring and evaluation of the awards and incentives system of the Curriculum Implementation Division.

Section 5.8 Qualities of Committee Members - The members of the Screening Committee shall be the current officials in the identified position that exhibit the following qualities:

1. Positive attitude
2. Fairness
3. Ability to accept and implement ideas submitted by other members.
4. Collaboration
5. Being a learning-focus enthusiasts.
6. High tolerance for pressure and stress.
7. Cooperation

He/she shall actively participate in the meetings and evaluation of documents, deliberation, and awarding of recognition to the winners.

Section 5.9 Designation and Composition of the 2022 SIBWAL Awards for Reading Program Implementation



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DIVISION SEARCH AND SELECTION COMMITTEE
EXECUTIVE COMMITTEE

Chairperson: SDS Victoria V. Gazo, PhD, CESO V
Co-Chairperson: ASDS Aliena S. DAJAY, PhD, CESO
: Chief ES Ralph T. Quirog
Members: Rachel R. Valde, EPS
Maria Concepcion S. Reyes, EPS
Jovy G. Molina, PSDS
Vicente G. San Miguel, PSDS, Focal Person-PSDS

DIVISION SIBWAL AWARDS FOR READING IMPLEMENTATION SEARCH
COMMITTEE

Outstanding Reading Program Implementer (Teacher) (K to 3) Small, Medium, Large and Very Large	Chairman: Imelda S. Bentillo, EPS Co-Chairman: Manny B. Pimentel, PSDS
Outstanding Reading Program Implementer (Teacher) (4 to 6) Small, Medium, Large and Very Large	Chairman: Rosie A. Salupado, EPS Co-Chairman: Liza G. Balintongog, PSDS
Outstanding Reading Program Implementer (Teacher) (7 to 12) Small, Medium, Large and Very Large	Chairman: Maria Concepcion S.Reyes, EPS Co-Chairman: Dindo G. Gabales, EPS
Outstanding Reading Program School (K to 3) Small, Medium, Large and Very Large	Chairman: Sharon A. Bongocan, EPS Co-Chairman: Jovy G. Molina, PSDS
Outstanding Reading Program School (4 to 6) Small, Medium, Large and Very Large	Chairman: Noel A. Tan Nery, PSDS Co-Chairman: Jasmin J. Adriatico, EPS
Outstanding Reading Program School (7 to 12) Small, Medium, Large and Very Large	Chairman: Purisima J. Yap, EPS Co-Chairman: Perlita B. Wales, PSDS
Outstanding Reading I Program mplementer (Coordinator) (K to 3) Small, Medium, Large and Very Large	Chairman: Virgilin Pizarro, EPS Co-Chairman: Aba Q. Allaba, PSDS
Outstanding Reading Program Implementer (Coordinator) (4 to 6) Small, Medium, Large and Very Large	Chairman: Evernold Berial, PSDS Co-Chairman: Ferdinand V. Mortera, PSDS
Outstanding Reading Program Implementer (Coordinator) (7 to 12) Small, Medium, Large and Very Large	Chairman: Rachel R. Valde, EPS Co-Chairman: Analy L. Ocier

Secretariat: Vicente G. San Miguel, EdD, Dindo G. GABALES, PhD, Filipina Taray and Pat Padua

Section 13. Types of Incentives. The Office of the Chief of Curriculum Implementation Division shall continuously implement the program to reward and motivate deserving organization, and heads. Moreover, this shall improve and instill their performance towards excellence service. Thus, a Plaque of Recognition for the organization, and a Certificate of Recognition to the Head of the Organization shall be granted to the Most Outstanding Reading Implementers in all categories. Meanwhile, the two (2) finalists in each category shall be awarded with a Plaque of Recognition for the Organization and Certificate of Recognition for the Head of Office.



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VI. SEARCH AND SCREENING PROCEDURES

Section 6. General Conditions - The following conditions shall be followed:

- 6.1 There shall be a Division wide Search and a District Search. The District Search Champions shall advance to the Division Search and shall represent the district in Division Search.
- 6.2 Each District shall have their own timelines. They shall see to it that their submissions to the Division search must follow the Division Search Timelines.

CRITERIA FOR OUTSTANDING READING PROGRAM IMPLEMENTER (TEACHER)
OUTSTANDING READING PROGRAM IMPLEMENTER (SCHOOL)



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OUTSTANDING READING PROGRAM IMPLEMENTER (COORDINATOR)

Name of Candidate _____ School/District: _____ Grade Level _____

Area/ Indicators	Points	Rating
A. Reading Program Advocacy	15%	
a. 1 number of activities conducted related to advocacy	5	
a. 2 involvement of stakeholders	5	
a. 3 replicability	5	
B. Reading Instructional Materials	15%	
b.1 Self-made and Quality Assured (Division level and Up	5	
b.2 Self-made but not quality assured	5	
b.3 Adopted/downloaded	5	
C. Implementation Plan	25%	
c.1 Implementation mechanics on approved action plan	5	
c.2 implemented timely	5	
c.3 updated list of learners reading profile	5	
c.4 updated blueprint (DLL)	5	
c.5 sustainability of program implementation	5	
D. Accomplishment Report	45%	
d.1 Target (percentage of learners)	25	
d.2 Significant gains	15	
d.3 Significant best practices	5	
Total Score	100%	



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Annex B. Nomination Form

NOMINATION FORM

DATA PRIVACY NOTICE: Data and information in this form are intended for the purpose of this activity. This will be kept by the process owner for the purpose of verifying and authenticating identity of the nominee. Serving other purposes not intended by the process owner is a violation of Data Privacy Act of 2012. Data subjects voluntarily provided these data and information explicitly consenting the process owner to serve its purpose.

Category:	
THE NOMINEE*	
School:	
School/Office Address:	
District:	School/District Office Section/ Unit:
Telephone Number:	DepEd Email Address:
SCHOOL HEAD District Supervisor/School Head	
Name:	Sex:
Designation:	
Telephone /Mobile No.:	
DepEd Email Address:	
NOMINATOR	
Name:	Position
Office:	Telephone to.:
Office Address:	

**Schools need to fill up spaces District Office, and Division Office Section/units shall disregard spaces that do not apply to them.*

***Please indicate the name of the head of the organizational unit nominated.*





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Annex C. Nomination Write-up

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 City of Malaybalay)S.S.

OMNIBUS SWORN STATEMENT

I, _____, of legal age, _____ and
 (NAME OF APPLICANT) (STATUS) (CITIZENSHIP)
 residing at

_____, (ADDRESS) , after having been duly sworn in accordance with law,
 do hereby depose and state that:

1. Each of the documents submitted in satisfaction of my application for 2022 SIBWAL Awards for Reading Program Implementation is an authentic copy of the original, and complete and all statements and information provided therein are true and correct.
2. I am authorizing the selection committee or its duly authorized representative(s) to verify all documents submitted as to its completeness and authenticity.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ of _____,
 2022 in the City of Malaybalay, Bukidnon. (DAY) (MONTH)

Affiant





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Annex D Certification

CERTIFICATION

We attest to all facts contained herein and authorize the use of this information for publication. We understand that the Schools Division Office SIBWAL Awards Committee will validate the accuracy of the conduct of a background investigation. Any misrepresentation made by the signatories shall be ground for disciplinary action pursuant to applicable CSC laws and rules.

PRINTED NAME AND SIGNATURE

SCHOOL PRINCIPAL

DISTRICT SUPERVISOR



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ANNEX E

LIST OF OFFICIAL WINNERS

CATEGORY: SCHOOL/SCHOOL HEAD/COORDINATOR/INSTRUCTIONAL MANAGER/TEACHER

The District Screening and Selection Committee certifies that, to the best of their knowledge, the information contained herein, and the accompanying supporting documents are true and correct.

NAME	SCHOOL	DISTRICT	CONTACT NUMBER	CATEGORY
1.				
2.				
3.				
4.				
5.				
6.				

SIGNATURE OVER
PRINTED NAME OF CHAIR

SIGNATURE OVER
PRINTED NAME OF MEMBER

SIGNATURE OVER
PRINTED NAME OF MEMBER

SIGNATURE OVER
PRINTED NAME OF MEMBER

SIGNATURE OVER
PRINTED NAME OF MEMBER

Approved:

SIGNATURE OVER PRINTED NAME OF CHAIR



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Annex F NOMINATION WRITE-UP

I. EXECUTIVE SUMMARY

Ex. Division of Malaybalay City, a medium-sized city schools division situated at the heart of the province of Bukidnon, serves a total of 56,326 learners. It implements the mandates of the law to continuously improve and adhere to the QMS 9001:2015 standards to develop lifelong learners through quality delivery of the K to 12 basic education curricula within the context COVID-19 pandemic. It instituted strategic plans that allow the SDO to calculate actions in implementing PAPs to ensure efficient and effective delivery of educational services. With its innovative practices in curriculum instruction, it recorded 95% level of performance based on CMSS and increase in GER of 140.79% in kindergarten, 124.22% in elementary, 121.08% in JHS, and 92.57% in SHS. With these, DepEd- Malaybalay City emerged as a multi-awarded Division that demonstrates as the den of excellent mentors and school leaders in revitalizing the schools and forging learners beyond standards.

II. READING PROGRAM ADVOCACY

READING PROGRAM ADVOCACIES	PROJECT/WORK ACCOMPLISHED/Activities Conducted	IMPACT
Ex. Conducted Stakeholders Orientation	<ul style="list-style-type: none">Description of the accomplishment of the advocacy	<ul style="list-style-type: none">Describe the impact with data

III. READING INSTRUCTIONAL MATERIALS/INNOVATIONS

List of materials being Use	Description	Remarks	Impact
Ex. Beginning Reading Approaches	<i>Describe the appropriateness of the material</i>	<ul style="list-style-type: none">Describe whether downloaded, self-made or adopted	Describe how the materials aid in the reading implementation activities



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IV. READING IMPLEMENTATION PLAN

Phases of Implementation	Goals and Objectives	Strategies/Activities	Persons Involved	Resources Needed	Time Frame	Success Indicator
Ex. Phase 1	Write the goals and objectives of the activity	Write the strategies	Who are involved			

V. READING ACCOMPLISHMENT REPORT

Targets	Gains	Best Practices	Sustainability
Describe the target	Calculate the gains in terms of percentage and absolute value	Describe the best practices in reading	Describe the sustainability of the program



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