



Republic of the Philippines  
**Department of Education**  
REGION II – CAGAYAN VALLEY  
SCHOOLS DIVISION OF TUGUEGARAO CITY

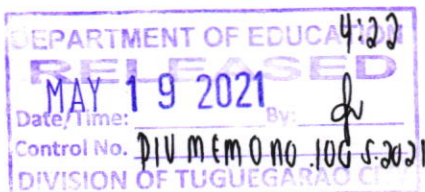
May 19, 2021

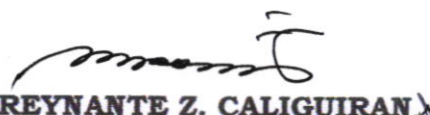
**DIVISION MEMORANDUM**  
NO. 106, s. 2021

**CORRIGENDUM AND ADDENDUM TO DIVISION MEMORANDUM 37, s. 2021  
RE CONDUCT OF THE DIVISION BASIC EDUCATION RESEARCH AND  
STRATEGIC PLANNING CONFERENCE (DBERSPC)**

To: Asst. Schools Division Superintendent  
CID and SGOD Chiefs  
Principals of SBM Level 3 Schools  
Mariel A. Cammayo, Accountant III  
Jovy Claire V. Tungcul, Budget Officer  
Members of the Division Research Technical Team (DRT<sup>2</sup>)

1. Strategic Planning is one of the contested categories during the conduct of the 3-day virtual **DIVISION BASIC EDUCATION RESEARCH AND STRATEGIC PLANNING CONFERENCE (DBERSPC)** on May 19-22, 2021. The category is scheduled for evaluation during the last day of the conference, May 22, 2021.
2. Relative to this, Principals of SBM Level 3 schools are requested to submit to this Office the following documents on May 20, 2021 for pre – evaluation:
  - a. School Implementation Plan;
  - b. School's Basic Education Learning Continuity Plan (BE-LCP);
  - c. Work and Financial Plan (from Q1 of 2019 to Q1 of 2021); and
  - d. Office Performance Commitment and Review Form (OPCRF) of the School Head for the past 3 years
3. Further, it is requested that the following Division personnel will join the composition of the Committee to Evaluate the BELCP documents and video presentation of SBM Level 3 schools:
  - a. MS. MARIEL A. CAMMAYO, Accountant III
  - b. MS. JOVY CLAIRE V. TUNGCUL, Budget Officer
4. Attached is the Rubrics for the evaluation of the 2021 Strategic Plans.
5. For immediate dissemination and compliance.



  
**REYNANTE Z. CALIGUIRAN**  
Asst. Schools Division Superintendent  
Officer In-Charge  
Office of the Schools Division Superintendent

SGOD/gmd/gba  
sgod-5-16



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| As of:    | <b>July 2, 2018</b> | Page: | <b>1</b>  |

Most Outstanding 2021 Presenter on Strategic Operational Plans  
Rubrics for the evaluation of the 2021 Strategic Plans  
First Regional Planning Conference  
November 22-24, 2021  
Host: Schools Division Of Tuguegarao City

• **Legal Bases:**

*DepEd Order 2 s. 2015*

**Guidelines on the Establishment and Implementation of the Results-Based Performance Management**

**System (RPMS) in the Department of Education**

*DepEd Order 11 s. 2021*

**Guidelines on the Operationalization of the Program Management Information System**

*Regional Memorandum dated February 2, 2021*

**Finalization of the Harmonization of the 2021 Strategic Operational Plans**

**Primary References :**

1. School OPCR
2. SIP
3. WFP-OFFLINE
4. BE-LCP
5. APP and PPMP
6. REDP
7. BUR (Certified by BFD)

## Most Outstanding 2021 Presenter on Strategic Operational Plans

Rubrics for the evaluation of the 2021 Strategic Plans

First Regional Planning Conference

November 24- 26, 2021

Host: Schools Division Of Tuguegarao City

| Criteria         | Percentage | Description and Acceptable MOVs  | Indicators   |   |   |   |   |
|------------------|------------|--|--|---|---|---|---|
| <b>Alignment</b> | 40%        | <b>School Strategic and Operational Plans must be directly aligned with the 6 year Regional Educational Development Plan (REDP).</b> | The School Strategic and Operational Plans (School OPCR, SIP, WFP Offline and BE-LCP) are directly aligned in the REDP (25%) | 25 points if all School Strategic and Operational Plans (School OPCR, SIP, WFP Offline and BE-LCP) are directly aligned in the REDP   | 20 points if three School Strategic and Operational Plans (School OPCR, SIP, WFP Offline and BE-LCP) are directly aligned in the REDP         | 15 points if two School Strategic and Operational Plans (School OPCR, SIP, WFP Offline and BE-LCP) are directly aligned in the REDP         | 10 point if one School Strategic and Operational Plan (School OPCR, SIP, WFP Offline and BE-LCP) that is directly aligned in the REDP       |
|                  |            |  | Offline Work and Financial Plan with duly signed PPMP and APP from FY 2019-1 <sup>st</sup> Quarter of 2021. (15%)            | 15 points if 9 Offline WFP with PPMP and APP from FY 2019 to Present are submitted and certified by the Schools Division Authorities. | 11-13 points if 6 to 8 Offline WFP with PPMP and APP from FY 2019 to Present are submitted and certified by the Schools Division Authorities. | 8-10points if 3 to 5 Offline WFP with PPMP and APP from FY 2019 to Present are submitted and certified by the Schools Division Authorities. | 6-7 points if 1 or 2 Offline WFP with PPMP and APP from FY 2019 to Present are submitted and certified by the Schools Division Authorities. |

| Criteria                 | Percentage | Description and Acceptable MOVs  | Indicators  |  |   |   |  |
|--------------------------|------------|--|---|--|---|---|--|
| Utilization of resources | 30%        | Schools must maximized the utilization of resources in the operationalization of Programs Projects and Activities. | Budget Utilization Rate of the past 9 quarters (average for the past 9 quarter of CY 2019 to 1 <sup>st</sup> quarter of 2021) (20%)   | 20 points if average utilization rate is 95%-100% (Obligation vs. Disbursement).   | 15 points if average Budget Utilization Rate is 90%-94.99% (Obligation vs. Disbursement).   | 10 points if average Budget Utilization Rate is 85.00%-89.99% (Obligation vs. Disbursement).  | 5 points if average Budget Utilization Rate is 84.99% or Below (Obligation vs. Disbursement).  |
|                          |            |  | Involvement of Stakeholders (10 %)<br><ul style="list-style-type: none"> <li>• School Planning Team</li> <li>• PTA</li> <li>• Alumni</li> <li>• Student Government Council</li> <li>• Faculty and Staff Organization</li> </ul> | 10 points if all of the identified stakeholders of the school are established as certified by the Division Authorities. (Complete line up should be submitted) | 8 points if 4 of the identified stakeholders of the school are established as certified by the Division Authorities. (Complete line up should be submitted) | 5 points if 3 of the identified stakeholders of the school are established as certified by the Division Authorities. (Complete line up should be submitted) | 3 points if 1 or 2 of the identified stakeholders of the school are established as certified by the Division Authorities. (Complete line up should be submitted) |

| Criteria     | Percentage | Description and Acceptable MOVs   | Indicators   |   |   |   |  |
|--------------|------------|---|--|---|---|---|--|
| Presentation | 30%        | The presenter must project the mastery of the Strategic Operational Plan and should present it with Smart and Spontaneity. The presenter must convey and get the attention of the audience. | Mastery of the Strategic and Operational Plans of the School 15% | 15 points if demonstrate comprehensive and in-depth knowledge of the content of the Strategic and Operational Plans of the School                   | 13 points if demonstrated a substantial knowledge of the content of the Strategic and Operational Plans of the School | 10 points demonstrate a limited knowledge of the content of the Strategic and Operational Plans of the School | 5 point if did not demonstrate awareness of the Strategic and Operational Plans of the School                        |
|              |            |   | Smartness and Spontaneity 10%                                    | 10 points if demonstrates full knowledge by answering all the question with explanation and elaborations  | 8 points demonstrates full knowledge by answering most of the question with explanations and elaborations.            | 5 points if uncomfortable with information and is able to answer only rudimentary question.                   | 0 points does not have grasp information and cannot answer question about the subject                                |
|              |            |   | Connection with the Audiences 5%                                 | 5 points for holding the attention of the audience with the use of direct contact, seldom looking at notes or slides and emphasizes the key points. | 3 points Consistent use of direct eye contact with audience, but still returns to notes or slides.                    | 2 points if displays minimal eye contact with audience while reading mostly from the notes or slides.         | 0 point if there is no holding of eye contact with audience as entire presentation is read from the notes or slides. |