



Republic of the Philippines  
**Department of Education**  
Region I  
Schools Division Office  
City of San Fernando (La Union)

**DIVISION MEMORANDUM**

JAN 31 2025

DM No. 063, s. 2025

To: Assistant Schools Division Superintendent  
SGOD and CID Chiefs  
Concerned Education Program Supervisors  
Concerned Elementary and Secondary Public and Private School Heads  
All Others Concerned

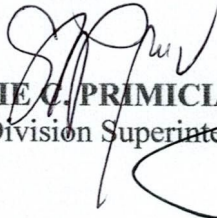
FROM: OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

SUBJECT: Call for Submission of Documents for the "GAWAD DAKILANG  
PILIPINO" Awards

Date: January 28, 2025

**PARTICULARS**

1. This Philippine Arts and Culture Educators Society (PACES) invites qualified teachers and school heads both from the public and private schools for the search "**Gawad Dakilang Pilipino**" Awards.
2. Attached is the complete document, as to guidelines and mechanics, for perusal and reference.
3. For information and guidance.

  
SHEILA MARIE C. PRIMICIAS, CESO VI  
Schools Division Superintendent



Address: Tanqui, City of San Fernando, La Union  
Tel. No./Fax No.: (072) 607-4715  
Email Address: sanfernando.city1@deped.gov.ph



**I. PROJECT TITLE : Dangal ng Kulturat Integridad ng Lahing Pilipino  
“GAWAD DAKILANG PILIPINO” Awards**

**II. PROPONENT : BENNYLITO R. REYES, EdD.  
PACES Executive Director  
and the Board of Trustees of PACES-BFTG**

**II. IMPLEMENTING OFFICE : PACES – BFTG – FAME – PAMAS - PDEA  
PHILIPPINE ARTS & CULTURE EDUCATORS SOCIETY**

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**III. PROJECT DESCRIPTION**

**A. Rationale**

Educators in public and private school system as well as movements and school based organizations play a significant role in providing relevant, quality and liberating education that trains individuals to become lifelong learners, great contributors in nation building, and globally competitive individuals. Parent-teachers Associations and other school based movements likewise make a difference in the school operational system, as they humbly cater different ways not only to pursue academic excellence but also to facilitate holistic development among our learners in support to our teaching force. Great leader serve as advocates of change and development in the community and society.

In accordance to Program on Awards and Incentives for Service Excellence (PRAISE) through DepEd Order No.9, s.2002 in line with the Revised Policies on Employees Suggestions and Incentive Award System provided under CSC Resolution No. 010112 and CSC Memorandum Circular No. 01, s.2001 aims to encourage, recognize and reward employees, individually or in groups, for their suggestions, innovative ideas, inventions, discoveries, superior accomplishments, heroic deeds, exemplary behavior, extraordinary acts or services in the public interest and other personal efforts contributing to efficiency, economy and improvement in government operations which lead to the organizational productivity.

Realizing these momentous contributions of our educators and other stakeholders, many countries around the world take part in the initiating activities that honor and recognized the commitment and dedication of our school leaders.

In support to the above CSC Memorandum Circular, **GAWAD DAKILANG PILIPINO** was conceptualized to provide opportunity and avenue to potent human resources, the PACES Powerhouse – to be recognized and awarded with citations for their utmost support and undying inspirations to every learner especially nationwide. It

reflects the outstanding performance of teachers and teaching-related personnel based on the acquired teaching competencies and exemplary skills on field of expertise and/or across learning areas.

The award system will bring out the gleaming bright of every teachers-school heads/administrators/leaders as they take the limelight and standout among the rest. This search will provide equal opportunities to teachers/leaders of any gender to be recognized and awarded for their dedicated service, meritorious and exemplary performances.

On this year of implementation, the coverage of the award will be or the search shall be the three consecutive school year including the current school year and will be awarded during recognition/awarding rites or wrap up activities.

Awards shall be based on the set requirements as stated in this guidelines.

## **B. Objectives**

This **GAWAD DAKILANG PILIPINO AWARDS** aims to:

- a. acknowledge and give emphasis on the crucial role, loyal service, and dedicated commitment of teachers/leaders in developing globally minded citizens, nurturing families, strengthening communities, and building the nation.
- b. revitalize the image of and respect for teaching as a vocation by increasing public awareness on the value of leader/teachers in the Philippine society.
- c. express gratitude for the positive influences of leader/teachers on Filipino learners; and
- d. recognize leader/teachers and school heads/administrators for dedicated service, meritorious and exemplary performances.
- e. acknowledge significant contributions of non-teaching personnel, parents, stakeholders, and school partners in the promotion of dedication, commitment to the service and unwavering support as effective partners in achieving excellence.

## **B. Methodology**

To quality assure the effective conduct of the search and awarding mechanism, these strategies shall be utilized:

3	Natatanging Lingkod Bayan	School Heads to Supervisors
4	Natatanging Edukador	Tertiary Level
5	Natangging Samahang Lingkod Paaralan	Teacher -Student Collaboration Students Collaboration
6	Natatangging Samahang Lingkod Bayan	Parent-Teacher Collaboration Teacher Collaboration
7	Haliging Alagad ng Sining at Kultura	Individual Members/School

**E. CRITERIA FOR EVALUATION**

**E.1. All Category [Second Level of Evaluation]**

**SERVICE TRAINING/FACILITATOR/SPEAKER**

SCHOOL TO INTERNATIONAL LEVEL CERTIFICATES

**ACTION RESEARCH/INNOVATIVE WORK**

APPROVED AND UTILIZED IN THE REGIONAL -SCHOOL LEVEL  
FOR IMPROVEMENT OF INSTRUCTIONS

**AWARDS AND RECOGNITION**

RECIPIENT OF SCHOOL-NATIONAL/INTERNATIONAL RECOGNITION  
FOR THE SERVICES RENDERED IN THE FIELD OF EDUCATION

**EDUCATIONAL ATTAINMENT/PROFESSIONAL ADVANCEMENT**

**WINNING AWARDS AS TRAINER-COACH**

**MEMBERSHIP**

CONTRIBUTION TO SERVICES

**PUBLICATION & AUTHORSHIP**

Competency

*Culture based Lesson Exemplars*

**Objectives for Lesson Exemplars:**

- Showcase appropriate application of pedagogical approaches;
- Share best practices, skills and strategies to other teachers; and
- Ensure proper implementation of the curriculum that adheres to the standards and principles of Kto12 and to ensure quality education to all learners.
- Proper integration of the subject matter to cultural education.

- Installation of Performance Management Team
- Regional-based Selection Process
- Convention and
- Awarding Ceremony

## D. Awards and Categories:

**D.1. Gawad Dakilang Pilipino** - a recognition to individuals and school-based organizations who attained excellent performance and outstanding contributions to the school and community.

### D.1.1 Meritorious Award

Being a teacher is one of the noble vocations anyone can ever have. Teachers do more than educate the youth; they contribute significantly to the process of a person's becoming. More than facts and concepts, principles are also often instilled in their students.

In addition, professional standards in the continued professional development and advancement of teachers based on the principle of lifelong learning is one of the main goals of the Department of Education. The quality of learning depends on the quality of education. Thus, teacher recognition builds and gives hope for meaningful quality education and has the effect of improving student learning outcomes. It also brings pride and support to students by teachers, administrators, and the community.

Moreover, significant contributions of non-teaching personnel in achieving excellence, hence, promoting a positive school climate with their dedication, commitment to the service, and unwavering support as effective partners also help to rebuild the true path of personal growth and development in life of the learners thus non-teaching recognition also gives an inspiration to do the task with dedication.

### D.1.2 Major Excellence Award

No	Individual Category	Level
1	Natatanging Guro ng Bayan	Teacher 1 to Teacher 3
2	Natatanging Lingkod Guro ng Bayan	Master Teachers to Head Teachers

Adopted an appropriate strategy/methodology in teaching  
E-class record/Class record for formative test  
Well preserved test [Summative Test with table of Specifications]  
Intervention Activities  
Well Structured Classroom

1. Service Training/facilitator/speaker  
School to International Level Certificates
2. Action research/Innovative work  
Approved and Utilized in the Regional -School level for improvement of instructions
3. Instructional Materials produced  
Written and produced that have contributed to the improvement of teaching in the school-district/division-region i.e. teaching devices apparatus, modules and activity guide/cards
4. Awards and recognition  
Recipient of School-National/International Recognition for the Services rendered in the field of Education
5. Contribution to services  
Contribution to Service refer to the Nominee's impact in the teaching profession benefitting the community of teachers or learners within his/her academic institution, but these contributions are above and beyond the usual responsibilities of a teacher. To avoid repetition, these contributions should be thematic or grouped together according to their general idea or concept. Some examples of accomplishments that are grouped thematically are the following
  - ✓ Teaching materials such as modules, teaching and learning guides, academic curricula, NAT reviewers, and other learning materials that has greatly raised the scores of the students in standardized tests;
  - ✓ A discovery innovation, or creation such as teaching devices or apparatuses;
  - ✓ Technology-based learning tools [e.g. Learning games, gamification];
  - ✓ Technology approaches [e.g. Modified Explicit instruction approach]
6. Contribution to Community  
Contributions to Community refers to the nominee's contribution to the bigger academic community outside of his/her own school [ie, within the district, division, region or the entire national educational system]. These contributions may also refer to impacts the benefit the greater community outside the educational system. Some examples of accomplishments that are grouped thematically are the following:
  - ✓ Teaching approaches [eg. Modified explicit instruction approach] that are adopted in the regional and national level;
  - ✓ Technology-based teaching, learning tools adopted by other teachers outside of the teacher's own school;

✓ Publications, such as books, manuals, policy papers etc, etc. and action research [ie., operations and/or academic research/action research] that has improved the learning processes within the school; and

✓ Outreach to far flung areas or nearby barangays that aims to educate a target population, train individuals, or provide needed goods and services;

7. Intra and interpersonal relationship with school and community
8. Communication skills
9. Attendance and punctuality
10. Educational Attainment/Professional Advancement
11. Winning Awards as Trainer-Coach

## **E.2 Category 2 and 3 [Master Teachers and School Heads-Administrators]**

### ***E.2.1 Performance Rating (IPCRF)***

### ***E.2.2 Significant Accomplishment/s***

Project/Work Accomplished, number of strategies/ activities done that have significantly impacted the performance of the school, number of accomplished work/projects that benefited the community. The role of TEA Governance must be highlighted.

### ***E.2.3 Impact of Accomplishments***

Scope/ Replicability of the program/ project/ activity, number of people/offices benefited, and transactions facilitated, level of attainment per identified Performance Indicator

### ***E.2.4 Innovation***

Original, creative programs, projects, activities made in the last three (3) years in connection to the award category and the extent to which it/ they is/ are being used and the results; number of persons who benefited; scope/ replicability of the innovation, level of attainment per identified Performance Indicator. The role of TEA Governance must be highlighted.

### ***E.2.5 Awards and Membership***

Major awards/ citations received relevant to the category and active membership in a reputable professional organization.

## **E.3 Third and Final Level of Evaluation for all Categories**

### **E.3.1 Category 1 [Teacher 1 to 3]**

Lesson © Submission of the Culture based lesson exemplar together with the Video

© Souvenir Program

E.3.2 Category 2 to 4 [Master Teacher to Head Teachers, School Heads to Supervisor, Tertiary Level Educator]

- © Conduct of any Paces initiated Training programs
- © Souvenir Program

E.3.3 Category 5 & 6 [Movements, Collaboration and Organizations]

- © Community based Outreach program
- © Souvenir Program

## **F. ELIGIBILITY REQUIREMENTS OF NOMINEES**

### **F.1 Eligibility**

Aside from the specific qualifications required in every award category, nominees must possess the following qualifications:

#### **F.1.1 Individual Category**

F.1.1.1. Must be a Filipino Citizen

F.1.1.2. Registered teacher who are active in service (Plantilla Item) and have rendered not less than three years (3) of continuous government service as of the deadline of nomination. Nominee's accomplishments which he/she is being recognized should also be made within the last years immediately prior to nomination and have been continuously carried out by the nominee during the said period

F.1.1.3. Must not be on leave at the time of the search

F.1.1.4. Has not been subjected to any form of disciplinary actions

F.1.1.5. No pending administrative, criminal, and civil case filed

F.1.1.6. No notice of Disallowance from COA (for School Heads) for the last three school years

F.1.1.7. Has at least Very Satisfactory (VS) performance rating for the last three years

F.1.1.8 Open to all Public and Private school teachers, school head/administrators, college/university professors and instructors. PACES and BFTG members are encourage to join the search; Non members are encourage to join the search.

#### **F.1.2 Group Category**

F.2.1 Must be duly recognized by the school administrators/PSDS/SDOs and duly existing in the school with efficient and functional activities benefited for the learning-teaching community;

### **F.2 Required Nomination Documents**

A. Each nomination requires the submission of one (1) original nomination folder containing the fully accomplished Gawad Dakilang Pilipino nomination form and other documentary requirements, and one (1) additional copy of the original nomination folder.

F.2.1 Completely filled-out Gawad Dakilang Pilipino Nomination Form (Maximum of 50 pages including Executive Summary and Nomination Write-Up)

- **Gawad Dakilang Pilipino Nomination Form 1** – Nomination for the individual categories: Natatanging Guro ng Bayan, Natatanging Lingkod Guro at Natatanging Lingkod Bayan.

F.2.2. Nominee's updated 212 or Personal Data Sheet with passport size photo with name tag taken during the last six months prior to the nomination.

F.2.3. Letter from the School Head endorsing the nomination.

F.2.4. Self-certification of No Pending Administrative Officer, Civil and Criminal (for Individual Category only)

F.2.5 Certification signed by the school head that the nominee has obtained at least Very Satisfactory (VS) performance ratings (IPCRF) for the last three years (3) for the individual category. Copy of the rating forms should be attached to the nomination folder. Instead, a copy of memorandum issued shall be appendage to attest authenticity.

F.2.6 Copy of the recent CSC appointment (for individual Category)

F.2.7. Authenticated and updated PRC appointment (for individual category)

F.2.8 Settlement of the required Solidarity registration fee of One thousand five hundred only.

B. Each filled up nomination form should be accompanied by a write-up using the Nomination Write-up form, if the Assessment and Evaluation Committee warrant us to submit a hard copy of the portfolio alongside with the process, **A4 size** bond paper, using **Century Gothic font #11**.

C. The nomination form and documentary requirements should be placed in **legal size folders** (white folder). Only required documents must be submitted.

### **F.3 Write-up of Accomplishment anchored to Civil Service Commission**

F.3.1. The write-up must highlight outstanding accomplishments or exemplary norms of conduct manifested within the last three years. Presentation of accomplishments or norms manifested should be in order of significance, complete with descriptions, justifications and should adhere to the following pointers:

- Use specific terms. Define/clarify terms such as "assisted", "contributed" or "facilitated".
- State outstanding accomplishments or exemplary norms displayed and impact in brief, factual and in bullet form.
- Present impact of accomplishments by indicating problems addressed, people/office benefited and/or transactions facilitated.

F.3.1.1 The following information must be adequately provided:

F.3.1.2. For outstanding work accomplishment, state whether the accomplishments presented are part of the regular duties of the nominee or if these are his/her own initiative. If part of nominee's regular duties or mandate, cite justifications on why the accomplishments are considered exceptional or extraordinary.

#### **G.1 For individual and Group category nomination:**

G.1.2. The Performance Management Team shall be responsible for preparing, reviewing, and evaluating the nomination folder of the official or employee being nominated for the approval of the head of office.

G.1.3. The office Head shall approve the nomination and shall issue an endorsement letter.

#### **G.2 For Group Category Nomination**

G.2.2. The Performance Management Team shall be responsible for preparing, reviewing, and evaluating the nomination folder of the official or employee being nominated for the approval of the head of office.

G.2.3. The office Head shall approve the nomination and shall issue an endorsement letter.

### **H. GROUNDS FOR DISQUALIFICATION OF NOMINATIONS**

H.1 Non-compliance with the submission of complete documentary requirements shall render the nominee ineligible for the Search (deadline, size and number of folders, accuracy and completeness of information required in the nomination form, maximum number of pages for the accomplishment write-up clearances and other required documents). Nominations with incomplete documents shall no longer be processed.

H.2 Any misrepresentation made in any of the documents submitted shall be a ground for disqualification and for disciplinary action against the certifying nominee/authority pursuant to applicable CSC laws and rules.

### **I. SUBMISSION OF NOMINATION**

Nominations to the GAWAD DAKILANG PILIPINO must be submitted to the Secretariat Office, not later than February 8, 2025.

Activity	Date	Remarks
<ul style="list-style-type: none"> <li>Submission of Nomination form and Write Up entries (Soft Copy)</li> </ul>	February 8, 2025	<ul style="list-style-type: none"> <li>Late documents will not be accepted.</li> </ul>
<ul style="list-style-type: none"> <li>Settlement of the required GDP Solidarity registration fee</li> </ul>	At least three [3] working days after the	<ul style="list-style-type: none"> <li></li> </ul>

	receipt of First level Confirmation	
<ul style="list-style-type: none"> <li>Submission of documentary requirements to the secretariat office (soft bound copy)</li> </ul>	3 <sup>rd</sup> week of February February 22-23, 2025	<ul style="list-style-type: none"> <li>Late documents will not be accepted.</li> </ul>
<ul style="list-style-type: none"> <li>Screening and Short-Listing period Stage 1</li> <li>Evaluation of the nomination write-up, including required documents.</li> <li>Shortlisting of nominees based on the set of criteria</li> </ul>	4 <sup>th</sup> Week of February February 28, 2025	<ul style="list-style-type: none"> <li>Documents that reach the 70% cut off will proceed to stage 2</li> </ul>
Stage 2 A <ul style="list-style-type: none"> <li>Validation of Qualified Nominees form Stage 1</li> </ul>	1 <sup>st</sup> Week of March March 8-10, 2025	<ul style="list-style-type: none"> <li>Only nominees that have reach the 80% cut of score based on the criteria will proceed to Stage 3</li> </ul>
Stage 2B <ul style="list-style-type: none"> <li>Nominees who reach the 80% cut off score shall undergo and conduct training program</li> </ul>	3 <sup>rd</sup> Week of March March 17-18, 2025	<ul style="list-style-type: none"> <li>This stage is only for Outstanding Teacher Category</li> <li>Only nominees who reach the 80% cut off score are qualified for the demo-teaching.</li> </ul>
Stage 3 <ul style="list-style-type: none"> <li>Final Panel Interview of Qualified Nominees from Stage 2</li> </ul>	1 <sup>st</sup> week of April April 1-7, 2025	<ul style="list-style-type: none"> <li>No more than 10 finalists in every category</li> </ul>
<ul style="list-style-type: none"> <li>Submission of final list in every category to the PRAISE Committee</li> </ul>	3 <sup>rd</sup> Week of April April 28, 2025	
<ul style="list-style-type: none"> <li>Preparation, Finalization and PRAISE meetings</li> </ul>		
<ul style="list-style-type: none"> <li><b><u>Conduct of GAWAD DAKILANG PILIPINO Awarding and National Conference Workshop on Culture and Arts Education</u></b></li> </ul>	May 23-25, 2025	

### Where and How to send the Nomination and other pertinent documents

Nomination Form and Nomination Write Ups [Online Registration]; and other pertinent documentary requirements/information may send to

#### **PHILIPPINE ARTS & CULTURE EDUCATORS SOCIETY**

B62L2, Marigold corner Bay Drive, Robinsons Homes East Subd.,  
San Jose, Antipolo City

Email address : [philippineartsandcultureeduc@gmail.com](mailto:philippineartsandcultureeduc@gmail.com)  
[kulturatsining@yahoo.com.ph](mailto:kulturatsining@yahoo.com.ph)  
[FB account – Paces Bulwagan](#)

Contact Number/s 02 8656 9390



Ed c/ Larla



**PHILIPPINE ARTS AND CULTURE EDUCATORS' SOCIETY, INC.**

Blk 62 L2 Road 40, Robinsons Homes East Subd., Antipolo City  
(02) 6569390 - 09261717915 09281468238

January 23, 2025

**SHIELA MARIE A. PRIMICIAS, EdD., CESO VI**  
Schools Division Superintendent  
DepEd San Fernando City Schools Division Office  
Tianqui, San Fernando City, La Union

Attention to all Schools Division Superintendents

Dear Dr. Primicias,

Greeting of Peace!

The above captioned NGO-CSO in coordination with the National Commission for Culture and the Arts and the Philippine Amusement and Gaming Corporation have launched the **TANGHAL PAARALAN** - National Conference Workshop on Culture and Arts Education cum **DAKILANG PILIPINO AWARDS**, Dangal ng Kultura't Integridad ng Lahing Pilipino, National Search for Outstanding Cultural Educators and Implementers on May 23-25, 2025 at Pililla, Rizal. Attached herewith are the details of the Proposed Program of Activities for your perusal.

The said Conference-Workshops cum Awarding Ceremony will gather teachers, educators and education policy makers to discuss and share ideas on the current state and future directions of culture and arts education. Further, acknowledging and recognizing the exemplary dedication and commitment of our Filipino Educators in the pursuit of Global Excellence.

In this connection, may we invite your teachers/educators in your region to attend and be part of the said Conference Workshops cum Awarding Ceremony. We would highly appreciate this dissemination of information through issuance of Memorandum/Advisory.

Further, invite your teachers and other school personnel to join the National Search for Outstanding Cultural Educators and Implementors, hereto attached is the guidelines and mechanics of the program.

Thank you very much and more powers.

Yours in Culture and Arts,

**BENNYLITO R. REYES, EdD.**  
Executive Director