



Republic of the Philippines
 Department of Education
 Schools Division Office of Catanduanes
 Virac, Catanduanes

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DIVISION MEMORANDUM
 no. 384, s. 2019

RELEASED

DepEd, Division of Catanduanes
 RECORDS SECTION
 Date OCT 23 2019
 Time: 3:10 pm
 Initial/Signature: [Signature]

TO : Chief Education Supervisors, CID & SGOD
 Public Schools District Supervisors
 Elementary & Secondary School Heads
 All Others Concerned

FROM : [Signature] DANILO E. DESPI,
 Schools Division Superintendent

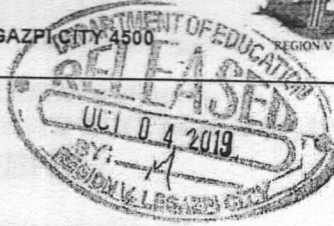
SUBJECT : **ONLINE NOMINATION FOR 2020 METROBANK FOUNDATION
 OUTSTANDING FILIPINOS**

DATE : October 23, 2019

1. Attached is Regional Memorandum 1062 dated October 4, 2019 entitled "Online Nomination for 2020 Metrobank Foundation Outstanding Filipinos" for the information and guidance to all concerned.
2. Relative to this, all school heads are encouraged to submit online nominees on the above mentioned search.
3. Interested applicants are advised to accomplish the form online at <http://bit.ly/OF Awards2020> and submit the printed, signed and scanned documents (saved as pdf file) personally or through courier addressed to OF Teachers Secretariat, Metrobank Foundation, 4/F Executive Offices, Metrobank Plaza, Sen. Gil Puyat Ave., Makati City on or before December 27, 2019.
4. For monitoring of the Schools Division Office SGOD Human Resource Development Unit, kindly submit the list of nominees and its status of online submission following the format below on or before December 27, 2019 at masonnemay.crispino@deped.gov.ph.

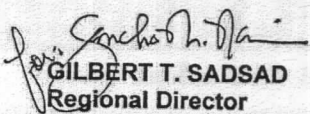
School	Address/District	Nominator	Contact Number	Nominee	Contact No.	Status

5. Immediate dissemination of this Memorandum is desired.



MEMORANDUM

TO: SCHOOLS DIVISION SUPERINTENDENTS

FROM: 
GILBERT T. SADSAD
 Regional Director

SUBJECT: ONLINE NOMINATION FOR 2020 METROBANK FOUNDATION OUTSTANDING FILIPINOS

DATE: October 4, 2019

Relevant to the call for nomination of Metrobank Foundation re: **ONLINE NOMINATION FOR 2020 METROBANK FOUNDATION OUTSTANDING FILIPINOS**, all interested applicants are advised to refer to the basic requirements, nomination form and general guidelines attached in this Memorandum.

Interested applicants are advised to accomplish the form online at <http://bit.ly/OFAward2020> on or before **December 27, 2019**. Likewise, they are enjoined to furnish the Human Resource Development Division (HRDD) Office at hrdd.rov@deped.gov.ph the copy of the documents submitted to Metrobank Foundation.

For information and dissemination of all concerned.

Reference No. 001062

hrdd/smn/cpg

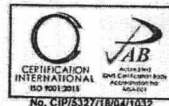
"DepEd Bicol cares, shares and serves with a SMILE"

0917 178 1288
0917 178 1650

(052) 225 4668
(052) 225 4669

region5@deped.gov.ph

DepEd Region V



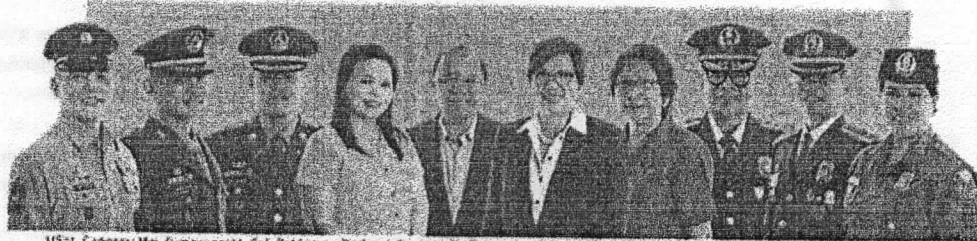
GOOD NEWS!

The **ONLINE NOMINATION** for the
2020 METROBANK FOUNDATION OUTSTANDING FILIPINOS
is **NOW OPEN.**

Accomplish the form online:

<http://bit.ly/OFAward2020>

on or before December 27, 2019



The Metrobank Foundation Outstanding Filipinos Award annually recognizes and honors ten (10) exemplary Filipinos consisting of four (4) teachers, three (3) soldiers, and (3) police officers. To date there are already 775 awardees across the country. Starting 2017, each of the awardees shall receive a cash prize of One million pesos (Php 1,000,000), a trophy, and a gold medallion. They will also be conferred the title, Fellows in Public Service, and will have the opportunity to share their best practices nationwide.

In this connection, we would like to solicit your support by requesting that there may be chosen at least 3-5 eligible nominees (coming from both private or public schools) for EACH division under your area of responsibility. Please note also that in addition to full-time teachers, those carrying administrative positions are also qualified for nomination IF they carry a minimum of six (6) hours (or 6 units/week) teaching load within the school year they are joining in.

The basic eligibility requirements for nominees are as follows:

- 1. Contributions to Service and Community** – Nominees must have at least six (6) milestone accomplishments - concrete contributions to the development of their institution (3) and their community (3) that are above and beyond the usual responsibilities of a teacher.
- 2. Years of Service** – Nominees must have been teaching for a minimum of ten (10) years and must currently be in active, full-time service. Moreover, the nominee must not be on leave for more than two (2) years immediately prior to nomination and must still have at least 3 years of remaining service before retirement.
- 3. Performance Evaluation** – Nominees must also have a performance rating of at least Very Satisfactory in the last ten (10) years of his/her career.
- 4. Character Record** – Nominees must be of good moral character. They must not have been adjudged guilty of any criminal, administrative, or civil case.

5. **Educational Attainment** – Nominees must have at least completed academic requirements for a Master's degree.

6. Nominees must have valid **PRC license**.

7. Nominees must be **officially nominated** by the school administrators, school heads, campus directors, OR teachers-in-charge (TICs) of schools. For DepEd Schools without

principals, the 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. Self-nominations shall not be accepted nor considered. **Each nominator may only nominate ONE nominee and each school may only have ONE nominee.**

For more information, please see attached [General Guidelines on the Award and the Nomination Form](#). You may also have your staff contact me through telephone no. (02) 898-8757; mobile no. (0919) 0628128; or e-mail at outstandingfilipinos.mbf@gmail.com.


We look forward to your support for the success of the 2020 Metrobank Foundation Outstanding Filipinos. Thank you and warm regards.


Very truly yours,

KRISTAL TODCOR
Program-in-Charge
Metrobank Foundation Outstanding Filipinos-Award for Teachers
Excellence Awards Unit, Metrobank Foundation

DISCLAIMER: This message is for the designated recipient only and may contain confidential and/or privileged information. If you have received it in error, please delete it and advise the sender immediately. You should not copy or use it for any other purpose, nor disclose its contents to any other person.

2 attachments

 **General Guidelines about the Award.pdf**
427K

 **OF Nomination Form.pdf**
429K

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.

WARD JOINING IN: (please check as appropriate)

WARD FOR TEACHERS

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

WARD FOR SOLDIERS

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

WARD FOR POLICE OFFICERS

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

PERSONAL INFORMATION

II 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.:

PROFESSIONAL INFORMATION

RC Lic. No. / AFP ID

ID

AFP / PNP

Serial 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
Location:

School ID: (For K-12)

Complete School / Unit / Station Mailing Address:

No./Street

Sitio/Barangay/ District

EDUCATIONAL BACKGROUND & ADVANCEMENT

Individually 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

V. 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. D-Outstanding; VS-Every Satisfactory)									

COMPETITION RECORD

Have you joined the Metrobank Foundation Outstanding Filipinos – (formerly SOT, TOPS, COPS) before? YES NO
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? _____

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

In 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:

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

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

III. NOMINATOR'S CERTIFICATION

I hereby certify that I voluntarily nominate _____ to the Metrobank Foundation Outstanding Filipinos. My 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

Organization: _____
Name of Building / Aln Street District/Town/Barangay

Designation: _____

Complete Address: _____

NOMINEE'S CERTIFICATION

I hereby 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 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, if someone tampered with my personal data without my consent, I may contact the MBFI Data Protection Officer through telephone number (63 2) 857 579/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

CRIMINAL, CIVIL & ADMINISTRATIVE RECORD	
Have you been CHARGED with any of the following offenses at <u>any time before you joined and/or during active in service?</u> YES <input type="checkbox"/> NO <input type="checkbox"/> Administrative <input type="checkbox"/> Civil <input type="checkbox"/> Criminal Status: <input type="checkbox"/> Case Dismissed <input type="checkbox"/> Pending	Have you been CONVICTED of any of the following offenses at <u>any time before you joined and/or during active in service?</u> YES <input type="checkbox"/> NO <input type="checkbox"/> Administrative <input type="checkbox"/> Civil <input type="checkbox"/> Criminal Status: <input type="checkbox"/> Case Dismissed <input type="checkbox"/> Pending

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.				

I. ADDITIONAL PROFESSIONAL INFORMATION (FOR TEACHERS ONLY)			
Status of Appointment: <input type="checkbox"/> Full time <input type="checkbox"/> Part time		Tenure: <input type="checkbox"/> Permanent/Regular <input type="checkbox"/> 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 (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:			
Teaching (in no. of hrs. / week)	Administrative Work (in no. of hrs. / week)	Research (in no. of hrs. / week)	Others (Pls. specify)

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

WHAT ARE THE CRITERIA FOR SELECTING THE AWARDEES?

- **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
- **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
- **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!

- 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.
- 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**.
- 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