

REGION X - NORTHERN MINDANAO SCHOOLS DIVISION OF MISAMIS ORIENTAL DEPARTMENT OF EDUCATION Division of Misamis Oriental

BY: PETE JOHN NEST 01 JULY 2024 Officer II

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

420 No. S. 2024

ANNOUNCEMENT OF REGIONAL ENTRY FOR THE GAWAD KALASAG SEARCH: PUBLIC ELEMENTARY SCHOOL CATEGORY

TO: Public School District Supervisors District DRRM Coordinators School DRRM Coordinators All Others Concerned

- In consonance with Regional Memorandum No. 353, s. 2024, re: CALL FOR ENTRIES AND ORIENTATION FOR THE 24TH GAWAD KALASAG SPECIAL AWARDS FOR SCHOOLS, this Office announces and congratulates Salay Central School for qualifying as the regional entry for the GAWAD KALASAG Search: Public Elementary School Category.
- Salay Central School will represent this Division to the Gawad KALASAG National Awards.
- Immediate dissemination of this Memorandum is desired. 3.

EDILBERTO L. OPLENARIA, EdD, CESO V

Schools Division Superintendent



Fwd: [Regional Result] GK Special Awards - Public Elem School Category Jerlene Kuan <jerlene.kuan@deped.gov.ph -

To: Cirilo Rubieto <cirilo.rubieto@deped.gov.ph>

Salay Elem School (Regional scorecards).pdf;

From: OCD10 PDPS <ocd10xdox@gmail.com>
Date: Mon. Jul 1, 2024 at 10:35 AM
Subject: [Regional Result] GK Special Awards - Public Elem School Category To: Jerlene Kuan < jerlene kuan@deped.gov.ph>

Dear Ma'am / Sir.

Congratulations on qualifying as the Regional Entry for the Gawad KALASAG Search: Public Elementary School Category!

Kindly submit your hardbound and soft copy of GK Special Awards documents on or before July 30, 2024 at the Office of Civil Defense Region 10, Cidel Tower, Brgy 27,
 Cagayan de Oro city. This will be endorsed to *National Validators*.

I've included for you the scorecards for your reference.

Thank you!

-Regine James **GK** Secretariat



Mailtrack



REPUBLIC OF THE PHILIPPINES

NATIONAL DISASTER RISK REDUCTION AND MANAGEMENT COUNCIL



Camp General Emilio Aguinaldo, Quezon City, Philippines

CHECKLIST Elementary and Secondary Schools Category 24th Gawad KALASAG CY 2024

	School Category, Leve	els, and Classification:	
Public		Elementary (Kinder to Grade 6)	2
Private		Secondary (Junior, Senior High S	
Name of School:	Salay Central School	Legislative District:	
School ID:		Province:	Misamis Oriental
Division:	Misamis Oriental	School District:	
Region:	X	Date Visited/Inspected:	June 20, 2024
School Address:		GENERAL SCORE:	

NOTE: The documents to be validated shall come from the prior school year and current school year. Policy issuances adopted must be issued in the last 2 Calendar years including the current year

II. Assessment

CRITERIA Guidance for Points	Max Points	Validator Score	Remarks
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DEPED OCD DOST Gomez Ebare Mangui

1	Adopted/Adapted/localized at least 3 existing policies relating to Disaster Risk Reduction and Management (DRRM) Climate Change Adaptation and Mitigation (CCAM) and Peacebuilding in education	Screenshot or scanned copy of: a. Approved issuances adopted/localized	1 point per policy adapted/localized. Maximum of 3 points	3	3	3	3	School as Evacuation Center Solid Waste Management System Child Protection Act Policy
2	Formed and functional School DRRM Team with the participation of the Supreme Student Government (SSG)/ Supreme Pupil Government (SPG) in the planning process, with school DRRM Coordinator and consisting of personnel from different school stakeholders with defined membership and roles and responsibilities/functions	a. Approved School Memo creating the organization b. SDRRM Team with approved duties and responsibilities c. Approved SDRRM Organizational Structure posted in a conspicuous place inside the school	Presence of all components in the criteria = 2 Absence of even 1 component in the criteria = 1 No formed School DRRM Team = 0	2	2	2	2	District Memo Duties and responsibilities Posted in school
3	Has a Comprehensive School DRRM Plan. This includes DRRM, CCAM, and Peacebuilding measures covering risk assessment, risk reduction including rehabilitation and recovery	a. Approved Comprehensive School DRRM Plan	Presence of the criteria = 1 Absence of the criteria = 0	1	1	1	1	
4	School budget supports regular DRRM	Approved School Improvement Plan Approved Annual Implementation Plan Approved School DRRM Plan	With Approved SIP - 1.0 with approved AIP - 0.5 with Approved School DRRM Plan - 0.5	2	1.5	1.5	1.5	
5	Conducted student-led school watching and hazard mapping (DO 23 s 2015), and involved students in DRRM planning	mapping b. Approved Documentation of findings c. Photo documentation in the conduct of school	Learners are involved in school watching and hazard mapping = 1 Learners are involved in development of the DRRM Planning = 1	2	2	2	2	2019 data due to covid
6		b. Approved School DRRM Plan	Incorporated the result of the student-led school watching and Hazard mapping in the approved AIP = 2 Incorporated the result of the student-led school watching and Hazard mapping in the approved School DRRM Plan = 2	4	4	4	4	

7		Copies of the School Report Card (SRC) is presented and distributed to stakeholders	IC. POSICU OTI OTIICIAI SCHOOL SOCIAI ITICUIA ACCOUNTS	With approved SRC only = 1 Photo documentation on the presentation and distribution of the SRC = 0.5 Posted on Official Social Media Account = 0.5	2	1.5	1.5	1.5	Not posted in official social media account
8	g .		Accomplished Monitoring and Evaluation tool for the 3 pillars with baseline	Presence of collected and consolidated data covering the 3 pillars = 2	2	0	0	0	Only consolidated data for NSED and Fire Drill
		results and impact exist (Monitoring and Evaluation Tool)	information and progress reports	Presence of collected but not consolidated data covering the 3 pillars = 1 Absence of collected and consolidated data = 0					
		Report (RADaR) is submitted to Central Office, within 72 hours after the onslaught of a hazard in the area or a Certificate of no damage/hazard	a.RADaR Screenshot b.Mock RADaR text if the school did not experience any major hazards c.Certificate of no damage signed by the Schools Division Superintendent or his/her authorized representative	Submission of RADaR within 72 hours after onslaught of hazard, either through SMS or other means of communication = 3 Submission beyond 72 hours after the onslaught of hazard, either through SMS or other means of communication = 2 Absence of RADaR submission = 0	3	3	3	3	

10	100% completed of DRR-related questions in the Education Management Information System (EMIS) and Enhanced Basic Education Information System (EBEIS)	System (DepEd Database)	100% completion DRRM related indicators in the EMIS = 1 100% completion DRRM related questions in the EBEIS = 1 99% and below completion DRRM related indicators in the EMIS = 0 99% and below completion DRRM related questions in the EBEIS = 0		2	2	2	
11	support its DRRM programs and	a. Signed and notarized Memorandum of Agreement/ Understanding with partners	Presence of approved (signed and notarized) MOAMOU for partnerships = 1 Absence of approved MOAMOU for partnerships = 0	1	1	1	1	

Pillar 1: Safe Learning Facilities

	CRITERIA	Means of Verification	Guidance for Points	Max Points		Validator Score		Remarks
					DEPED Gomez	OCD Ebare	DOST Mangui	
1	School building/classroom components are in accordance to DepEd and National Building Code approved standard design and specifications (see criteria and checklist for Pillar 1, No. 1, for corresponding points)	a. Engineering report from LGU and/or Schools Division Office b. Certification from the Bureau of Fire Protection that the school building/ classroom met the safety requirements	Strict compliance to the DepEd and National Building Code, Standards and Specifications = 31 Refer to SCHOOLS CHECKLIST ANNEX A	31	28	29.20	28.50	
2	and other partner agencies and	a. Approved Certification/ report regarding the conducted risk assessment of school facilities b. Approved Annual Implementation Plan c. Approved School DRRM Plan	Presence of 3 criteria = 1 Absence of any of the criteria = 0	•	1	1	1	
3	School Heads are clear with the roles and functions of the school in camp management vis-à-vis the LGU and DSWD as per Joint Memorandum Circular No. 2, series of 2021 "Guidelines on Camp Coordination and Camp Management and Internally Displaced Persons and Protection" and RA 10821 "Children's Emergency Relief and Protection Act" and its corresponding IRR, if applicable. If not applicable, the school head is knowledgeable and oriented on JMC No. 1 and RA 10821.	a. Presence of approved MOA (signed and notarized), if the school was used as an evacuation center b. approved resolutions/ord inances If not used as EC, c. the school head must present a certificate of training/attend ance/documen tation report on JMC No. 1 and RA 10821	Presence signed and notarized MOA/MOU or agreement and/or Resolutions/Ordinances = 1 Absence of MOU/MOA and/or Resolutions/Ordinances agreement = 0		1	1	1	

Pillar 2: School Disaster Risk Management

1	School budget supports regular DRRM activitiesThe school has a hazard-specific Contingency Plan, i.e. Preparedness Plan turned into response actions when a disaster strikes or emergency (at least 3 hazards)	a. Approved School Contingency Plan	1 point per approved contingency plan for disaster and/or emergency. Maximum of 3 points.	3	3	3	3	
2		a. Accomplished Family Preparedness Plan b. Accomplished School Form 1 (School Register)	100% of learners accomplished as per criteria = 3 80% to 99% of learners accomplished as per criteria = 2 50% to 79% of learners accomplished as per criteria = 1 Below 50% of learners accomplished as per criteria = 0	3	3	3	3	
		a. Accomplished Reunification b. Plan Approved Narrative Report	Presence of learners family reunification plan = 1 Presence of Narrative Report = 1	2	2	2	2	
4		School personnel tracking system b.Leamers tracking system	Presence of established tracking system for school personnel = 1 Presence of established tracking system learners = 1	2	2	2	2	

5	Hazard and evacuation maps are located in conspicuous places inside the school campus	a. School Hazard map b. School Evacuation map	Presence of hazard map inside the school = 0.5 Presence of evacuation map inside the school = 0.5	1	1	1	1	
6	The school has available, accessible, and adequate first aid kits in every instructional and non-instructional rooms	Basic Content: alcohol, cotton, scissor, medicine for emergencies, bandages, ammonia, gauze/bandaid, plasters, thermometer, triangular bandage, first-aid book gloves	I Ansence and inaccessibility with	1	1	1	1	
7	School has at least 3 essential and functional pieces of equipment in case of a disaster and/or emergency	-Spine Board -Pry bar -Shovel -C-colar	Presence of at least 3 of the essential and functioning equipment as per criteria = 1 Absence and/or defective of majority of the essential equipment = 0		1	1	1	

8	School conducted hazard-specific drills (at least 3 hazards present in the school based on the result of the School watching and hazard mapping conducted) with the participation of different stakeholders (BFP, Medic, LGUs, NGOs, community, PTA, alumni, and others)	a. Post-Activity Reports with photos b. Comments/F eedback from the different stakeholdes participate	1 point per hazard specific drill. Maximum of 3 points. drill conducted = 0	3	3	3	3	
9		-Fire alarm	1 point per equipment. Maximum of 2 points	2	2	2	2	
1	equivalent in every classroom with	a.Presence of Go-bag or its equivalent in every classroom with the minimum required number of specific content	Presence of go-bag or its equivalent in each instructional classroom = 1 Absence of go-bag or its equivalent even in one classroom = 0	1	1	1	1	
111	The school has a pre-identified space for putting up Temporary Learning Spaces (TLS) in the aftermath of a disaster and/or emergency	b If outside the school:	Presence of approved MOU/MOA and/or enough space for putting up TLS = 1 Absence of approved MOU/MOA and/or not space for enough putting up TLS = 0		1	1	1	

12	The school has ready resumption strategies and alternative delivery modes (ADMs) to ensure education continuity (strategies, materials, focal persons to implement)	a.Availability of learning modules B. Approved Learning Continuity Plan	Presence of learning modules = 1 Presence of approved Learning Continuity Plan = 1	2	2	2	2	
13	The school a has psychosocial interventions for personnel and learners. If not applicable, certification of no hazard/disaster experience to enable psychosocial interventions.	Training Certificate of school personnel and learners from authorized partners	Presenceofapprovedschool psychological intervention = 1 Absenceofapprovedschool psychological intervention = 0	1	1	1	1	
14	I School has trained teaching and non-	A. Training Certificate of teachers and learners B. Photo documentation in Narrative report C. Certification D. issued any of the following -DOH -Red Cross -DSWD -BJMP	Presence of proof for teachers and other personnel such as Certificate of participation and/or photo documentation = 1 Absence of proof for teachers and other personnel such as Certificate of participation and/or photo documentation = 0	1	1	1	1	
15	and procedures (to at least 3 hazards)	a. Approved Contingency Plan B. Approved School DRRM Plan C. Approved Evacuation Map with route including the date prepared/updated D. Approved Evacuation protocol	Presence of approve CP = 0.5 Presence of approved School DRRM Plan = 0.5 Presence of Evacuation Plan = 0.5 Presence of approved Evacuation protocol = 0.5	2	2	2	2	

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16	capacity building for families (included	a. Photo Documentation B. Approved Narrative Report C. Attendance sheet	Presence of all = 2 Absence of any = 0	2	2	2	2	
1	School participated in the different DRRM, CCAM and Peacebuilding activities of the LGU	a.Certificate of Participation	Presence of Certificate of participation = 1 Absence of Certificate = 0	1	1	1	1	
18	School has designated DRRM focal to represent in Local Disaster Risk Reduction and Management Committee LDRRMC in their respective LGUs	i .	Presence of approved Office Order or any equivalent document = 1 Absence of proof = 0		1	1	1	

NDRRMC GAWAD KALASAG: COMPREHENSIVE SCHOOL SAFETY CHECKLIST (PILLAR 1, NO.1)

ASSESSMENT TOOL
DEPARTMENT OF EDUCATION

		Di	PARTMEN	II OF EDUC	ATION			
Name of School:	Salay Central School			Legislative	District:			
School ID:			Province:					Mis Or
Division:		School District:						
Region:	10			Date Visite	d/ Inspected:			June 20, 2024
School Address:								
points						REMARKS/RECOMMEN DATIONS		
PILLAR 1: SAFE LEARNING FACILITIES (Under no. 1 criteria)								
1.0 School Buildin				DEPEDGomez	OCDEbare	DSTManguilimotar		
the DepED and	School building /classroom components is/are according to the DepED and/or National Building Code approved/ standard design and specifications*							
Academic or In	structional Rooms			Mand				
a.	Smooth Wall Finish			0.8	0.8	0.8	0.8	Photo documentation
b.	Smooth Flooring			8.0	0.8	0.8	0.8	Photo documentation
	Smooth and fixed Ceiling			1.0	1.0	1.0	1.0	Photo documentation
d.	Adequate Window/ Ventilations			1.2	1.2	1.2	1.2	Photo documentation
	e. Fixed and No leak Roofing			1.2	1.2	1.2	1.2	Photo documentation
	Unblocked Corridors			1.0	1.0	1.0		Photo documentation
g.	2-Doors Swing-out per classroom			1.2	1.2	1.2	1.2	Photo documentation
h	Railings/ handrails/ ramps in good condition			0.8	0.8	0.8	0.8	Photo documentation

5.0 Powe	r and To	elecommunication Facilities/Equipment					
	a.	Presence of any communication facility/equipment (e.g. telephone, internet connection, etc.)	0.5	0.5	0.5	0.5	photo documentation
	b.	Proper electrical wiring system & connections	0.5	0.5	0.5	0.5	MOV: Photo documentation, Fire safety inspection certificate
I. SAFETY CI	HECK O	N HEALTH & ENVIRONMENT					
1.0 School	I Safety	and Security					
Presen	ce/visibi	lity of Warning Signs					
	a.	Pedestrian lane markings/humps	0.2	0.2	0.2	0.2	MOV: Photo
	b.	Loading/Unloading Signs	0.2	0.2	0.2	0.2	MOV: Photo documentation
	C.	Stop and Go Signs	0.2	0.2	0.2	0.2	MOV: Photo documentation
	d.	Signs for the physically impaired	0.2				MOV: Photo documentation
Security	у		331 953				
		Presence of Identification Cards for students, parents/guardians and school security	1.0	1.0	1.0	1.0	MOV: Photo documentation
		Proper coordination with Baranggay Officials/ nearest Police stations	0.5	0.5	0.5	0.5	MOV: Proof of Meeting (Photos, minutes of meeting, attendance
		Presence of telephone hotlines (Directory) in a conspicuous place in the school premises	0.5	0.5	0.5		MOV: Photo documentation
2.0 Health	and En	vironmental Safety	1101111				

a.	Waste segregation/Regular schedule for trash disposal	1.0	1.0	1.0	-	MOV: Photo documentation
b.	Presence of Material Recovery Facility	1.0	1.0	1.0	1000	MOV: Photo documentation
	No possible areas /places for mosquitoes breeding, bats and presence of stray animals	1.0	1.0	1.0		MOV: Result of Student- led Hazard Mapping
d.	With clear and strict regulations on drugs, cigarettes, alcohol and vandalism in school	1.0	1.0	1.0		MOV: Posters, Student Manual
е.	Absence of electrical post or other hazardous structures or facilities inside the school premises	0.2	0.2	0.2		MOV: Result of Student- led Hazard Mapping
f.	Safety measures during school activities: (sports, laboratory experiments etc.)	1.0			100	MOV: Safety Manuals/SOP
g.	Transportation means during emergency cases	1.0	1.0	1.0	-	MOV: MOU, vehicle of school
h.	Implementation of health programs/projects	2.0	2.0	2.0		MOV: Annual Implementation Plan 0.5 point per project/program. Maximum of 2 points

Pillar 3: DRRM in Education

	CRITERIA	Means of Verification	Guidance for Points	Max Points		Validator Score		Remarks
					DEPED Gomez	OCD Ebare	DOST Mangui	
1	School has integrated key DRRM, CCAM and Peacebuilding concepts in at least 4 subject areas in all grade levels based on the Basic Education Curriculum Guide	A. Lesson Plan B. Daily Lesson Log C. Activity Worksheets	Integrated in 4 or more subjects = 5 Integrated in 3 subject areas = 4 Integrated in 2 subject areas = 3 Integrated in 1 subject area = 2 Absence of integration = 0	5	5	5	2	
2	100% of students are actively participating in various DRRM, CCAM and Peacebuilding activities	a.Approved attendance sheet vs the number of enrollees	100% of students are actively participating in various DRRM, CCAM and Peacebuilding activities = 1 1 of the students are inactively participating in various DRRM, CCAM and Peacebuilding activities = 0		1	1	1	
3	School has a DRRM, CCAM and Peacebuilding activities for school personnel	a. Project proposal b. Work plan c. Gantt Chart	Presence of all the criteria = 1 Absence of any of the criteria proposal = 0	1	1	1	1	
4	School Head, teaching and non-teaching personnel have received at least 3 DRRM, CCAM and Peacebuilding trainings from the Department of Education and other partners	a. Photo Documentation b. Approved Activity Report c. Certificate of Attendance and/or Participation	Presence of Photo documentation = 1 Presence of Approved Activity Report = 1 Presence of certificate of attendance = 1	3	3	3	3	
5	each of the DRRM, CCAM and Peacebuilding in the school	a. Modules Worksheet b. Books c. Booklets d. Flyers e. Posters f. Brochures	Presence DRRM, CCAM and Peacebuildingresource materials = 1 Less than 10 or absence DRRM, CCA and Peace building resource materials = 0	1	1	1	1	

6	Presence of a DRRM corner in every classroom, with updated IEC materials	-Name of Learner, LR Number and parents/guardia n contact number	Presence of DRRM corner in every instructional classroom, with updated IEC materials = 2 Absence of DRRM corner in every instructional classroom = 0	2	2	2	2	
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Summary Sheet

Criteria for Checking	Max Score	Actual Score	Remarks, Recommendations and Suggestions
I. ENABLING ENVIRONMENT	24	21	
II. PILLAR 1: SAFE LEARNING FACILITIES	33	30.57	
III. PILLAR 2: SCHOOL DISASTER RISK MANAGEMENT	30	30	
IV. PILLAR 3: DRR IN EDUCATION	13	12.00	
TO	TAL 100	93.57	

Adjectival Rating	Percentage				
Excellent	91-100%				
Very Good	81-90%				
Good	71-80%				
Needs Improvement	61-70%				

i. Standard room dimensions per class	1.2	1.2	1.2	1.2 Photo d	ocumentation
j. Presence of emergency fire exits and	0.8	0.8	0.8	0.8 Photo d	ocumentation
2.0 Ancillary Facilities					
Provisions /designated space for other instructional rooms (in good condition)					
a. School Health Clinic	0.6	0.6	0.6	0.6 Photo d	ocumentation
b. Guidance and Counseling	0.6	0.6	0.6	0.6 Photo d	ocumentation
c. School Canteen	0.6	0.6	0.6	0.6 photo d	ocumentation
d. Home Economics Building/ Room	0.6	0.6	0.6	0.5 Photo d	ocumentation
e. Science Laboratory Room/Bldg.	0.6			Photo d	ocumentation
3.0 Other Facilities					
Sports/ recreational facilities (gym, basketball courts etc.)	0.2	0.2	0.2	0.2 Photo d	ocumentation
b. Emergency exit gate/s	1.0	1.0	1.0	1.0 Photo d	ocumentation
c. Waiting Shed within the school premises	0.3	0.3	0.3	0.3 Photo d	ocumentation
d. Complete perimeter fence	0.3	0.3	0.3	0.2 Photo d	ocumentation
e. open ground	1.0	1.0	1.0	1.0 Photo d	ocumentation
f. Covered pathwalks	0.2	0.2	0.2	0.2 Photo d	ocumentation
4.0 WASH Facilities					
Adequate number and functional WASH facilities					
a. Water source	1.0	1.0	1.0	1.0 Photo d	ocumentation
b. Toilets	1.0	1.0	1.0	1.0 Photo d	ocumentation
c. Handwashing facilities	0.4	0.4	0.4	0.4 Photo d	ocumentation
d. Drinking facilities	0.4	0.4	0.4	0.4 Photo d	ocumentation
e. WASH for physically impaired	0.2	0.2	0.2	0.2 Photo d	ocumentation