

Reproduction No. 213, s. 2021

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Schools Division of Bulacan

Republic of the Philippines  
Department of Education  
REGION III-CENTRAL LUZON

DEPARTMENT OF EDUCATION  
RECORDS SECTION, REGIONAL OFFICE III  
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REGIONAL MEMORANDUM  
No. 260, s. 2021

2021 EDUCATION INNOVATION CONFERENCE (EIC)

To: All Schools Division Superintendents  
Chiefs of Regional Functional Divisions

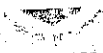
- In response to the emerging challenges in the Basic Education Learning Continuity Plan (BE-LCP) of the Department, this Office announces the conduct of the **2021 Education Innovation Conference (EIC)** on September 8, 2021 in conjunction with the Celebration of the National Teachers' Month from September 5 - October 5, 2021.
- The theme of this year's conference is "*Transforming the Conventional Concepts and Practices into Unorthodox Versions in Response to the VUCAD World*". The acronym "VUCAD" stands for Volatility, Uncertainty, Complexity, Ambiguity, and Diversity.
- As education leaders and curriculum implementers, it is of paramount importance that teachers and school leaders would have the capacity to introduce innovative programs, projects and activities that would ensure the delivery of quality, accessible, responsive, and relevant basic education to all types of learners in diverse learning situations.
- The primordial objective of this activity is to motivate the teachers, school leaders, non-teaching personnel, and other stakeholders to showcase the **Best Innovations in Education** as evidenced by their respective entries in the following categories:

SDO Group	RO Group
A. <b>Structure</b> (involves the ways in which school facilities like classrooms are organized)	<b>A. Business Process</b>  Note:  <i>The categories for the Regional Office shall be based on the different business processes of the functional divisions or units/ sections articulated in the key result areas (KRAs) of their respective Operations Manual</i>
B. <b>Content</b> (refers to curriculum revisions such as contextualization: localization, indigenization or enhancement in the content)	
C. <b>Process</b> (those that have to do with human interaction such as pedagogy, assessment, instructional supervision, provision of technical assistance, monitoring and evaluation, etc.)	



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5. The Search for Best Innovations in Education for Schools Division Office (SDO) group involves two (2) levels: Elementary and Secondary for Best Innovations in Structure and Content; and District/Cluster and Division Levels for Best Innovations in Process. Since there are three (3) main categories in the search, each SDO is expected to submit a total of six (6) entries.

6. Entries to be submitted by the SDOs and Regional FDs to the Regional PRAISE Committee are only the BEST (Rank 1) in the aforementioned search categories.

7. Below is the schedule of activities relative to the search:

Date	Activity	Remarks
August 6, 2021	<ul style="list-style-type: none"> <li>Deadline for submission of entries to the Regional PRAISE Committee</li> </ul>	<ul style="list-style-type: none"> <li>Late entries will NOT be accepted</li> </ul>
August 9-13, 2021	<ul style="list-style-type: none"> <li>Phase I: Evaluation of Entry Write-up, required documents and video clips, and shortlisting of nominees based on the selection criteria for Phase 1</li> </ul>	<ul style="list-style-type: none"> <li>Screening and shortlisting of entries shall be based on the result of the evaluated write-up, required documents, and video clips</li> </ul>
August 16-20, 2021	<ul style="list-style-type: none"> <li>Phase 2: Online validation and interview of qualified entries from Phase 1</li> </ul>	<ul style="list-style-type: none"> <li>Only the top 5 ( SDO Group) and top 3 (RO Group) shortlisted entries in each category shall undergo online validation and interview</li> </ul>
August 23, 2021	<ul style="list-style-type: none"> <li>Finalization of the results of the evaluation</li> </ul>	<ul style="list-style-type: none"> <li>RO3 PRAISE Committee &amp; HRDD</li> </ul>
August 24-September 7, 2021	<ul style="list-style-type: none"> <li>Preparation for the 2021 Education Innovation Conference</li> </ul>	<ul style="list-style-type: none"> <li>HRDD is the lead regional functional division under the guidance of RO3 PRAISE Committee</li> </ul>
September 8, 2021	<ul style="list-style-type: none"> <li>2021 Education Innovation Conference</li> <li>Recognition of Best Innovations in Education through an Awards Ceremony</li> </ul>	<ul style="list-style-type: none"> <li>A separate memorandum shall be issued for the details</li> </ul>

8. For reference, the Search Guidelines (Enclosure No. 1), Mechanics, Rubrics Checklist of Required Documents, and Entry Form are enclosed.



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(RO3 PRAISE Committee, Attention: Human Resource Development Division). **Late entries will not be accepted.**

9. Expenditures to be incurred relative to the conduct of the activity such as meals, trophies, certificates, cash awards, honoraria, and other incidental expenses shall be charged against Regional MOOE, subject to the usual accounting and auditing rules and regulations.


10. DepEd RO3-Human Resource Development Division recognizes its responsibilities as articulated in the R.A. 10173 otherwise known as Data Privacy Act of 2012 with respect to the data it will collect, record, organize, update, use, and consolidate from their personnel.

11. The personal data obtained from the documents to be submitted are stored with the DepEd RO3-HRDD authorized information and communications system and will only be accessed by authorized personnel of said office. The HRDD has instituted appropriate organizational, technical, and physical security measures to ensure the protection of personal data.

12. Furthermore, the information collected and stored in the portal shall only be used for purposes of this activity. HRDD shall not disclose any personal information without consent from concerned individuals and shall retain the information over a period of 3 years for the effective implementation and management of its activities.

13. For further inquiries, the Human Resource Development Division may be reached thru this email address: [hrdd.ro3@deped.gov.ph](mailto:hrdd.ro3@deped.gov.ph).

14. Wide dissemination of this Memorandum is desired.

  
**MAY B. ECLAR, PhD, CESO III**  
Regional Director

Incls.: As stated

References: DepEd Memorandum No. 002, s. 2020  
<https://www.teacherph.com>>deped-...  
<https://www/lead-innovation.com>>...  
<https://www.stlouisfed.org>>bridges

HRDD1/  
July 2, 2021



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(Enclosure No. 1 to Regional Memorandum No. 110, s. 2021)

**SEARCH GUIDELINES, MECHANICS, RUBRICS, AND REQUIRED DOCUMENTS  
FOR THE 2021 EDUCATION INNOVATION CONFERENCE**

**I. Rationale and Parameter of the Search**

The 2021 Education Innovation Conference which recognizes the Best Innovations in Education of DepEd Regional Office III is in consonance with the Civil Service Commission's Program on Awards and Incentives for Service Excellence (PRAISE) and DepEd Order No. 9, s. 2002 titled "Establishing the PRAISE in the DepEd".

This rewards and recognition program advocates the development and promotion of creativity, innovativeness, commitment, quality, and integrity in the teaching profession and in public service, by showcasing the best innovations of the teachers, school heads, supervisors, other school leaders, including the non-teaching personnel.

Primarily, the search focuses on the best innovations relative to structure, content, and processes that contributed significantly not only to the learners' achievement level but also in the improved delivery of basic education services in general through enhanced business processes.

**II. Award Categories for the Best Innovation in Education**

**A. SDO Group: One (1) entry for each category per SDO**

1. Best Innovation in Structure (School Facilities)
  - 1.1 Elementary Level
  - 1.2 Secondary Level
2. Best Innovation in Content (Curriculum)
  - 2.1 Elementary Level
  - 2.2 Secondary Level
3. Best Innovation in Process (Business Operations)
  - 3.1 District/Cluster Level
  - 3.2 Division Level

**B. RO Group: One (1) entry from each FD**

1. Best Innovation in Business Process (KRAs in the OM)



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III. Criteria/Rubrics for Phase I Evaluation

Indicators	Points
<p><b>1. Degree of Innovation</b> (defines how 'new' is an innovation. It is the difference between the previous state and the current state.)</p> <p>1.1 <b>High</b> Degree of Innovation (characterized by the presence of <b>total</b> change to what is existing/existed) = 20 points</p> <p>1.2 <b>Medium</b> Degree of Innovation (characterized by the presence of <b>partial</b> change to what is existing/existed) = 15 points</p> <p>1.3 <b>Low</b> Degree of Innovation (characterized by the presence of <b>little</b> change to what is existing/existed) = 10 points</p>	<p><b>(20)</b></p>
<p><b>2. Key Elements of Innovation</b> (demands active engagement of team developers in the innovation)</p> <p>2.1 <b>Collaboration</b> (means to <b>work together</b> (relationship) toward (process) something in common (outcomes))</p> <p>2.1.1 <u>All</u> team members shared ideas, communicated, performed assigned tasks, and <u>entirely completed</u> the project on time (15 points)</p> <p>2.1.2 <u>Some</u> team members shared ideas, communicated, performed assigned tasks, and <u>partially completed</u> the project. (10 points)</p> <p>2.1.3 <u>Few</u> team members shared ideas, communicated, performed assigned tasks, and <u>slightly completed</u> the project. (5 points)</p> <p>2.2 <b>Ideation</b> (presence of <b>fresh and new</b> ideas that made the organization/office stand out.)</p> <p>2.2.1 <u>All</u> employees were able to create <u>many</u> new ideas that contributed to the idea generation towards the development of innovation. (15 pts.)</p> <p>2.2.2 <u>Most</u> employees were able to create <u>some</u> new ideas that contributed to the idea generation towards the development of innovation. (10 pts.)</p>	<p><b>(60 pts.)</b></p> <p>15 pts.</p> <p>15 pts.</p>



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Scope	Points
<b>For SDO Group</b> <ul style="list-style-type: none"> <li>• Serves, benefits the whole division</li> </ul> <b>For RO Group</b> <ul style="list-style-type: none"> <li>• Serves, benefits the whole region</li> </ul>	10 points
<b>For SDO Group</b> <ul style="list-style-type: none"> <li>• Serves, benefits the whole district/cluster</li> </ul> <b>For RO Group</b> <ul style="list-style-type: none"> <li>• Serves, benefits the whole functional division</li> </ul>	7 points
<b>For SDO Group</b> <ul style="list-style-type: none"> <li>• Serves, benefits the whole school</li> </ul> <b>For RO Group</b> <ul style="list-style-type: none"> <li>• Serves, benefits the whole unit/section</li> </ul>	5 points

**3.2 Replicability of the Innovation (10 points)**

Replicability	Points
<b>For SDO Group</b> <ul style="list-style-type: none"> <li>• Can be replicated in other SDOs</li> </ul> <b>For RO Group</b> <ul style="list-style-type: none"> <li>• Can be replicated in other Regions</li> </ul>	10 points
<b>For SDO Group</b> <ul style="list-style-type: none"> <li>• Can be replicated in other districts/clusters</li> </ul> <b>For RO Group</b> <ul style="list-style-type: none"> <li>• Can be replicated in other functional divisions</li> </ul>	7 points
<b>For SDO Group</b> <ul style="list-style-type: none"> <li>• Can be replicated in other schools</li> </ul> <b>For RO Group</b> <ul style="list-style-type: none"> <li>• Can be replicated in other units/sections</li> </ul>	5 points

**IV. Required Entry Documents**

For Phase I Evaluation, each entry should be submitted online with the following documents:

1. **Indorsement and Certification of Entry Evaluation:** For the SDO Group, all entries should be duly endorsed by the Schools Division Superintendent while the entries for the RO Group should be properly endorsed by the Chief of the Functional Division, addressed to the Regional



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Director (Attention: The Chair, Regional PRAISE Committee. (Please see Enclosure No. 2)

2. **Innovation Write-Up:** The innovation write-up should not exceed five (5) pages of A4 size bond paper, using Bookman Old Style, and 11 in font size. It should contain the following parts based on the DepEd format.

- I. **Project Summary:** Write concisely and clearly the reasons for doing this innovation project. Be able to answer the following questions as guide:
  - a. Why did you do the innovation project?
  - b. What did you do?
  - c. How did you do it?
  - d. Who did it?
  - e. Where was it done?
  - f. How long did it take?
  - g. How much did it cost?
- II. **Project Background:** Explain what needs/problems did you try to solve, and why these needs/problems were worth solving. Provide a brief setting and history behind the innovation project. This part should not be more than 250 words. Include references to supporting documentation such as project design or lay-out.
- III. **Project Objectives:** State explicitly what goals the project aimed to achieve.
- IV. **Project Methodology:** Explain the details of the plan for how the project objectives were achieved. Describe the overall approach.
  - a. **Work Breakdown and Task Time Estimates** – Create a detailed project schedule. Make a list of tasks that was performed for this project. Make sure the list is complete enough and the tasks are broken down.
  - b. **Project Deliverables** – Make a list of deliverables such as products/services delivered to the clients. Include a short description of the deliverables.
  - c. **Project Risk Management** – Describe the significant project risks and delineate the plan to alleviate or control them. Make sure to address each risk's



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likelihood of occurring as well as the impact on the project and the school/office.

V. **Project Costs:** Estimate the overall cost of the project in terms of budget and the source of fund.

3. **Short Video Clip of the Innovation:** Since onsite or actual validation is not feasible this time, the team shall submit a short video clip capturing the salient features of the innovation and how it works. The video clip should be from 3 to 5 minutes only in running time.

**\* Reminder:**

1. No supporting documents shall be submitted other than those mentioned in the above list.

V. **Procedure for Regional Level Screening and Evaluation**

For easy and standardized evaluation, the RO3 PRAISE Committee has enclosed the copy of the Evaluation Tool (Enclosure No. 3)

**A. Document & Video Clip Evaluation (70%)**

Only those entries that pass the Phase I (Top 5 for SDO Group and Top 3 for RO Group shortlisted entries in each search category) shall undergo the online evaluation. The successful entry proponents shall be properly notified through a memorandum.

The RO3 PRAISE Committee shall create teams to conduct the document evaluation and online validation. The documents and the video clips submitted shall be used as the bases for document evaluation.

**B. Online Validation & Interview (30%)**

The online validation primarily aims to assess the entry's actual innovative feature and information that could hardly be gauged through the documents submitted as stated in the innovation write-up.

To further enhance the innovation information generated from the document evaluation and through the online validation, the RO3 PRAISE Committee shall conduct an online interview with the top 5 entries in the regional level.



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**Note:**

*The top 5 entries for the SDO in each of the innovation category and top 3 for RO Group shall be duly recognized during the 2021 Education Innovation Conference. Cash awards and trophies await the winners.*

**VI. ENTRY ELIGIBILITY /QUALIFICATIONS**

Entries to the Search for Best Innovations in the 2021 Education Innovation Conference must meet the following eligibility/qualification requirements:

1. It should not be older than 2019 to encourage continuous innovation.
2. It should be a product/output of a team and NOT of an individual.
3. It should be compliant with the required documents.

**VII. GROUNDS FOR DISQUALIFICATION OF THE ENTRY**

1. Non-Compliance with the specifications of the Required Entry Documents
2. Any misrepresentation made in any of the documents submitted shall be a ground for disqualification and for disciplinary action against the proponent and the certifying authority pursuant to applicable CSC laws and rules.
3. Entry already recognized in the regional level, or national level organized/sponsored by either the Department of Education or any private organization, for the **last three (3) years.**

**VIII. SUBMISSION OF ENTRIES**

The following pertinent documents of the entries for the innovation search shall be submitted in soft copies with proper labelling to the RO3 PRAISE Committee through this email address: [hrdd.ro3@deped.gov.ph](mailto:hrdd.ro3@deped.gov.ph)

1. *Indorsement and Certification of Entry Evaluation*
2. *Innovation Write-Up*
3. *Short Video Clip of the Innovation*

Entries to the Search for Best Innovations in the 2021 Education Innovation Conference must be submitted to the Regional Office on or before August 6, 2021. (RO3 PRAISE Committee, Attention: Human Resource Development Division)



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(Enclosure No. 2 to Regional Memorandum No. \_\_\_\_\_, s. 2021)

August 6, 2021

**MAY B. ECLAR, PhD, CESO III**  
 Regional Director, DepEd Region III  
 DM Government Center, Matalino Street  
 Maimpis, City of San Fernando, Pampanga

Subject: **Indorsement and Certification of Evaluation of Entries  
 to the 2021 Education Innovation Conference**

Madam:

This is to respectfully indorse the following Official Entries of this Division in the Search for Best Innovations in Education for the 2021 Education Innovation Conference on September 8, 2021.

Search Category	Title of Entry	Team Proponent (with specific names)	School/Office
<b>SDO Group</b>			
A. Structure * Elementary Level * Secondary Level			
B. Content * Elementary Level * Secondary Level			
C. Process * District Level * Division Level			
<b>RO Group</b>			
A. Business Process			

It is also certified that the aforementioned entries have undergone the process of evaluation in accordance with the guidelines, mechanics and rubrics stipulated in the Regional Memorandum on the 2021 Education Innovation Congress.

Enclosed are the supporting documents pertinent to the search.

Very truly yours,

\_\_\_\_\_  
 Chair, SDO PRAISE Committee

\_\_\_\_\_  
 Schools Division Superintendent



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