



Republic of the Philippines
Department of Education
Region III
Schools Division of Angeles City



30 May 2023

DIVISION MEMORANDUM
No. **185** s. 2023

SUBMISSION OF SCHOOL ENTRIES
SEARCH FOR THE ANNUAL GAWAD PAG-GABAY "PAG-PUPUGAY SA GURONG
TAGA-HUBOG, PUNONG GURO AT BAYANING PINUNONG MAG-AARAL"

To: Assistant Schools Division Superintendent
OIC-Chief ES, CID
Chief ES, SGOD
Heads of Public Elementary and Secondary Schools
Teacher-Advisers/Coordinators of Clubs/Organizations
All Others Concerned

1. Pursuant to D.M. No. 158, s. 2023 and R.M. No. 205, s. 2023 titled "Search for the Annual Gawad Pag-Gabay "Pag-pupugay sa Gurong Taga-Hubog, Punong Guro at Bayaning Pinunong Mag-aaral," the following schedules of activities should be strictly observed:

Date	Activities
August 4, 2023	Deadline of submission of school entries to SDO Angeles City - Records Unit <ul style="list-style-type: none">• Application Form• Application Form Attachment (documentary requirements)• Means of Verification (MOVs)
August 7, 2023 – August 18, 2023	Division Level Evaluation and Validation of Entries
August 25, 2023	Announcement of Division Winners

2. The said search is open to all public elementary and secondary schools, school heads, teacher-advisers/coordinators, and student leaders who are excellently implementing the Youth Formation Flagship Programs namely Learner Government Program (LGP), National Greening Program through YES-O, Barkada Kontra Droga (BKD) and Child Protection Program (CPP).

3. The timeframe coverage of youth formation programs, projects and activities implemented/accomplished shall be within the school year from August 2022 to July 2023.

4. The division winners of the said contest will be the representatives of our Division in the Regional Search on September 2023.

5. Attached are the enclosures for reference and guidance.
a. Application Forms
b. Criteria and Score Sheet per Category



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6. For more information, all concerned may contact the SGOD-Youth Formation Coordinators, Ms. Rigie Anne S. Gozon through rigie.gozon@deped.gov.ph and Ms. Cindy S. Mejia through cindy.mejia@deped.gov.ph
7. Wide dissemination of and strict compliance to this Memorandum is earnestly desired.

RONALDO A. POZON PhD, CESO V
Schools Division Superintendent

Encl.: As stated
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

LEARNERS SCHOOLS ORGANIZATIONS

AWARDS SEARCH

RSG/YFP/May 30, 2023



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REGION III-CENTRAL LUZON

Form 2
Application Form for
SSG/SPG

Region: _____

Division: _____

Profile

Name of Nominee: _____

School Address: _____

Contact Number: _____

Email address: _____

Total Enrollment: _____

Information of Contact Person (If applicable)

Full Name: _____

Surname

Given Name

Middle Initial

Name Extension

Home Address: _____

Date of Birth: _____

Position in the Organization: _____

Contact Number: _____

Project Profile

Project Title: _____

Project Brief Description (3 sentences only)

Project Timeframe Implemented: _____

Category (Please Check One Only)

☐ Maka- Diyos (Belief and Tradition)-School

☐ Maka-Tao (Human Development, Health, Well-Being)-School

☐ Makakalikasan (Environment and Disaster Risk Reduction Management)-School

☐ Makabansa(Heritage, Culture, Nationalism, Patriotism and Volunteerism)-School

☐ Most Outstanding Student Leader

☐ Most Outstanding Teacher-Adviser

☐ Most Outstanding School Head

I hereby certify upon my honor that all facts and information indicated herein are true and correct to the best of my knowledge and abilities. I further declare that any information given that proves to be untrue may constitute a ground for disqualification in the search and prosecution for perjury. Further, I subscribe and agree that the Department of Education Region III have the sole prerogative to select the winners, and that their decision is final and executory.

In witness hereof, I am executing and signing this statement voluntarily and without compulsion.

Signature over Printed Name



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Form 3
Application Form for
YES-O

Region: _____

Division: _____

Profile			
Name of Nominee:			
School Address:			
Contact Number:			
Email address:			
Total Enrollment:			
Information of Contact Person (If applicable)			
Full Name:			
Surname	Given Name	Middle Initial	Name Extension
Home Address:			
Date of Birth:			
Position in the Organization:			
Contact Number:			
Project Profile			
Project Title:			
Project Brief Description (3 sentences only)			
Project Timeframe Implemented:			
Category (Please Check One Only)			
<input type="checkbox"/>	Most Outstanding YES-O School Implementer		
<input type="checkbox"/>	Most Outstanding YES-O Student Leader		
<input type="checkbox"/>	Most Outstanding YES-O Teacher-Adviser		
<input type="checkbox"/>	Most Outstanding YES-O School Head		
I hereby certify upon my honor that all facts and information indicated herein are true and correct to the best of my knowledge and abilities. I further declare that any information given that proves to be untrue may constitute a ground for disqualification in the search and prosecution for perjury. Further, I subscribe and agree that the Department of Education Region III have the sole prerogative to select the winners, and that their decision is final and executory.			
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Form 4
Application Form for
BKD

Region: _____

Division: _____

Profile

Name of Nominee: _____

School Address: _____

Contact Number: _____

Email address: _____

Total Enrollment: _____

Information of Contact Person (If applicable)

Full Name: _____

Surname

Given Name

Middle Initial

Name Extension

Home Address: _____

Date of Birth: _____

Position in the Organization: _____

Contact Number: _____

Project Profile

Project Title: _____

Project Brief Description (3 sentences only)

Project Timeframe Implemented: _____

Category (Please Check One Only)

☐ Best Barkada Kontra Drogra School Implementer

☐ Most Outstanding Student Leader

☐ Most Outstanding Teacher-Adviser

☐ Most Outstanding School Head

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Form 5
Application Form for
CPP Best
Implementer

Region: _____
Division: _____

Profile

Name of Nominee:
School Address:
Contact Number:
Email address:
Total Enrollment:

Information of Contact Person (If applicable)

Full Name:

Surname	Given Name	Middle Initial	Name Extension
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Home Address:

Date of Birth:

Position in the Organization:

Contact Number:

Project Profile

Project Title:

Project Brief Description (3 sentences only)

Project Timeframe Implemented:

Category (Please Check One Only)

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Best Child Protection Policy School Implementer |
| <input type="checkbox"/> | Most Outstanding Child Protection Policy School Coordinator |
| <input type="checkbox"/> | Most Outstanding School Head |

I hereby certify upon my honor that all facts and information indicated herein are true and correct to the best of my knowledge and abilities. I further declare that any information given that proves to be untrue may constitute a ground for disqualification in the search and prosecution for perjury. Further, I subscribe and agree that the Department of Education Region III have the sole prerogative to select the winners, and that their decision is final and executory.

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Application Form Attachment

1. What is your project title? Describe your project entry not less than 500 words but not more than 800 words.
2. How does your project address the pressing issues of the youth/school/community? (Answer must not less than 500 words but not more than 800 words.)
3. Who and how many are the beneficiaries of the project? How did they benefit from the project? (Answer must not less than 300 words but not more than 500 words.)
4. What are the significant impacts of the projects to the stakeholders? (Answer must not less than 300 words but not more than 500 words.)
5. Who are involved and describe their role to the success of the project? How did they ensure the implementation of the project? (Answer not more than 300 words)
6. How does the project promote the idea of teamwork, solidarity and goal oriented among its stakeholders? (Answer must not less than 300 words but not more than 500 words.)
7. What innovation did the team introduce in implementing and achieving the purpose of the project? (Answer must not less than 500 words but not more than 800 words.)
8. How the team was able to fund the implementation of the project? (Answer not more than 300 words)
9. What are your plan of strategies, mechanisms and measures to sustain the implementation of the project? (Answer must not less than 500 words but not more than 800 words.)



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**Score Sheet for Outstanding
 SPG/SSG Student Leader**

Name of Nominee:

Region/ Division:

Criteria	MOVs	Maximum Points	Nominee Actual Points
1. Excellence in Student/Pupil Governance- 30 points			
a. Implementation of Mandated/Recommended PPAs: ✓ Implemented 1-3 PPAs =11 points ✓ Implemented 4-6 PPAs =13 points ✓ Implemented 7-10 PPAs =15points	• Approved General Plan of Action (GPOA) • Approved Resolutions/Project Proposals • Signed School SPG/SSG Memorandum (PPA Implementations) • Activity Completion Report duly signed by the school head.	15	
b. Efficiency in the submission of necessary reports: ✓ Submitted 1-3 reports= 11 points ✓ Submitted 4-5 reports= 13 points ✓ Submitted 7-10 reports= 15 points	SPG/SSG Reports based on DO 47 s. 2014) 1. Approved General Plan of Action (GPOA) 2.Approved Resolutions 3.Approved Minutes of the Meeting 4.Duly Signed Financial Reports 5.Activity Completion /Evaluation Reports 6.Filing of List of Recognized School Clubs/Organizations 7.Approved Project Proposals 8.School Memorandum duly signed by SH/SP 9. Accomplishment Report 10.Election Reports	15	
2. Networking, Linkages and Collaboration-5 points			
a. Initiated and Implemented community outreach/extension	Duly approved project proposal	3	



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programs/activities for the youth: ✓ One (1) initiated and implemented program/activity = 3 points	Activity report with pictures Attendance of the participants		
b. Participation in outreach/extension programs/activities for the youth: ✓ Participated in 1 outreach/extension programs/activities for the youth= 1 point ✓ Participated in 2 outreach/extension programs/activities for the youth= 2 points	Certificate of participation (in the last 2 years)	2	
3. Experience as a Student Leader- 5 points			
The nominee has been SPG/SSG officer for: ✓ 6 months but less than 10 months= 1 point ✓ 10 months but less than 15 months= 3 points ✓ 15 months or more = 5 points	Appointment/Election Report that the name of the nominee was reflected as duly appointed/elected. Certification that the nominee is serving as student leader indicating his/her term of office.	5	
4. Embodiment of DepEd Core Values- 40 points			
a. Initiated and implemented Maka-Diyos(upholds/respects belief and faith, Manifests moral standard, right conduct, honesty, Involvement in religious activities) PPAs: ✓ 1 PPA conducted = 3 points ✓ 2 PPAs conducted = 6 points ✓ 3 PPAs conducted = 10 points	Approved project proposal/s School Memo on the implementation of the project Accomplishment report/s	10	



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b. Initiated and implemented Maka-Tao(charity/kindness, empathy and sympathy, compassion, human dignity and equality and multi-culturalism) PPAs: ✓ 1 PPA conducted = 3 points ✓ 2 PPAs conducted = 6 points ✓ 3 PPAs conducted = 10 points	Approved project proposal/s School Memo on the implementation of the project Accomplishment report/s	10	
c. Initiated and implemented Makakalikasan (cleanliness and orderliness, proper waste management, energy conservation, environmental protection and preservation and wise use of natural resources) PPAs: ✓ 1 PPA conducted = 3 points ✓ 2 PPAs conducted = 6 points ✓ 3 PPAs conducted = 10 points	Approved project proposal/s School Memo on the implementation of the project Accomplishment report/s	10	
d. Initiated and implemented Makabansa (takes pride for being a Filipino, resiliency in times of need/crisis, obedience to existing rules and regulations, community service involvement and promotes and patronizes local products, services and practices) PPAs: ✓ 1 PPA conducted = 3 points ✓ 2 PPAs conducted = 6 points ✓ 3 PPAs conducted = 10 points	Approved project proposal/s School Memo on the implementation of the project Accomplishment report/s	10	
5. Leadership Advocacy, Governance and Development-20 points			
The nominee has been invited as a resource	Certificate of Recognition indicated	5	



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speaker to promote /influence other youth through his/her advocacy: ✓ School Level=1 point ✓ District Level= 2 points ✓ Division Level= 3 points ✓ Regional Level= 4 points ✓ National Level= 5 points	the name of nominee as Resource Speaker Invitation letter Activity report indicated the salient points of his/her discussion.		
The nominee has been participated in leadership workshops, seminars and webinars: ✓ School Level=1 point ✓ District Level= 2 points ✓ Division Level= 3 points ✓ Regional Level= 4 points ✓ National Level= 5 points	Certificate of Participation indicated the name of nominee. (in the last 2 years) Activity report indicated the highlights of the seminar. Plan of action how she/he will cascade what she/he has learned from the seminar	5	
The flag ship PPA/s of the Nominee has been adopted and implemented in the: ✓ School Level=1 point ✓ District Level= 2 points ✓ Division Level= 3 points ✓ Regional Level= 4 points ✓ National Level= 5 points	Approved project proposal Memorandum stating the implementation of the PPAs Accomplishment Report.	5	
Awards and Recognition, Outstanding Accomplishment Received by the Nominee: ✓ School Level=1 point	Certificate or Plaque of Recognition indicated the name of the nominee. (in the last 2 years)	5	



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✓ District Level= 2 points			
✓ Division Level= 3 points			
✓ Regional Level= 4 points			
✓ National Level= 5 points			
Total Score			

Signature over Printed Name of the Evaluator

Designation and Date



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**Score Sheet for SPG/SSG
Best School Implementer**

Name of the Nominee:					
Region/Division:					
Category: (please check one) () Elementary () Secondary _____ Maka-Diyos _____ Maka Tao _____ Makakalikasan _____ Makabansa					
Criteria					Nominee Actual Points
1. Impact of the Project - 30%					
a. Addresses the problem/issues of the school/community (Maximum of 15 points) MOVs: Approved proposal	The SPG/SSG was able to identify and address a specific problem of the school by providing a solution such as sustainable and long-term program/project - 15 points	The SPG/SSG was able to identify and address a specific problem of the school by providing a solution such as information dissemination, seminar, orientation,	The SPG/SSG was able to identify a specific problem of the school and provide solution that is relevant but did not hit the problem of the school. - 11points	The SPG/SSG was able to identify a specific problem of the school and just plan to address the problem- 9 points	



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Workable Action Plan Proofs/evidences that the problem was address		trainings, etc. - 13 points			
b. Frequency of the Project Implementation (Maximum of 10 points) MOVs: Approved project proposal School Memo on the implementation Complete Number of Accomplishment Report Needed	Thrice per sch. quarter= 10 points	Once per month -8 points	Twice per sch. quarter= 4 points	Once per sch. quarter = 2 points	
c. Scope of Implementation (Maximum of 5 points) MOVs: Approved project proposal	Region wide- 5 points	Division wide- 4 points	District wide- 3 points	School wide -1 point	



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Memorandum on the implementation of the project Workable Implementation Plan Accomplishment Report					
2. Team Work on the Implementation of the Project -35%					
Engaged Stakeholders (Maximum of 25 points) MOVs: Signed Pledge of Commitment Attendance in the Activity Implementation Notarized MOA with CSO	The SPG/SSG was able to engage 100% Barangay Officials, 100% PTA Officers and parents and five (5) relevant Civic Society Organizations were involved in the project implementation- 25 points	The SPG/SSG was able to engage 80% Barangay Officials, 80% PTA Officers and parents and three (3) relevant Civic Society Organizations were involved in the project implementation- 20 points	The SPG/SSG was able to engage 60% Barangay Officials, 60% PTA Officers and parents and two (2) relevant Civic Society Organizations were involved in the project implementation- 15 points	The SPG/SSG was able to engage 59% & below of Barangay Officials, 59% & below PTA Officers and parents and one (1) relevant Civic Society Organizations were involved in the project implementation- 10 points	
Involvement of the School (Maximum of 10 points)	The School Head, 100% of teachers and personnel, 100% SPG/SSG officers were involved and engaged in planning and	The School Head, 80% of teachers and personnel, 100% SPG/SSG officers were involved and	The School Head, 60% of teachers and personnel, 100% SPG/SSG officers were involved and	The School Head, 59 % & below of teachers and personnel, 100%SPG/SSG	



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MOVs: Attendance with picture in planning and implementation of the project.	implementation of the project- 10 points	engaged in planning and implementation of the project- 8 points	engaged in planning and implementation of the project- 6 points	officers were involved and engaged in planning and implementation of the project- 4 points	
3. Creativity and Innovation of the Project- 25%					
Uniqueness of the approved project (Maximum of 15 points) MOVs: Approved project proposal- explicitly stated the background of the project in the rationale.	The approved project was new, unique and beyond the mandated PPAs of the SPG/SSG- 15 points	The approved project was patterned but modified on the mandated PPAs of the SPG/SSG- 13 points	The approved project was patterned but modified from the other SPG/SSG organizations - 9 points	The approved project was totally adopted from the other SPG/SSG organizations and or mandated PPAs of SPG/SSG - 7 points	
The project provides innovative solutions. (Maximum of 10 points) MOVs: Accomplishment Report how the	The approved project solved the problem beyond its expectations, introduced highly innovative solution, it promotes the intended core values and 100% of the learners are aware or participated in the project- 10 points	The approved project nearly solved the problem, its promote the intended core values and 80% of the learners are aware/participated	The approved project nearly solved the problem, its promote the intended core values and 60% of the learners are aware/participated	The approved project nearly solved the problem, its promote the intended core values and 59% or below of the learners are aware/participated	



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identified problem was solved. Attendance of the learners participated in the project. Narrative of the impact of the projects to the learners.		in the project - 8 points	in the project - 6 points	in the project - 4 points	
4. Effective Use of Resources- 10%					
Accountability and Transparency (Maximum of 5 points) MOVs: Signed Disbursement/ Liquidation report Receiving copy of the report.	The SPG/SSG provided/submitted/posted the signed disbursement and liquidation report: (financial report / in-kind donation) to SPG/SSG Officers, Teacher-Adviser and the School Head and posted in Bulletin Boards/Official FB page of the organization- 5 points	The SPG/SSG provided/submitted the signed disbursement and liquidation report: (financial report / in-kind donation) to SPG/SSG Officers, Teacher-Adviser and the School Head- 4 points	The SPG/SSG provided/submitted the signed disbursement and liquidation report: (financial report / in-kind donation) to SPG/SSG Officers and Teacher-Adviser- 3 points	The SPG/SSG provided/submitted the signed disbursement and liquidation report: (financial report / in-kind donation) to Teacher-Adviser only - 2 points	
Collaboration with other school clubs/organization for support in the implementation	The SPG/SSG was able to partner and engage the 100% of listed clubs or organizations in school in	The SPG/SSG was able to partner and engage the 70% of listed clubs or organizations in	The SPG/SSG was able to partner and engage the 50 % of listed clubs or organizations in	The SPG/SSG was able to partner and engage the 49% & below of listed clubs or organizations in	



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(Maximum of 5 points) MOVs: Signed Pledge of Commitment of other Clubs and organization in the school. List of all clubs/organizations in the school	the implementation of the project- 5 points	school in the implementation of the project- 4 points	school in the implementation of the project- 3 points	school in the implementation of the project- 2 points	
Total Score					

Signature Over Printed Name of the Evaluator

Designation and Date of Evaluation



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**Score Sheet for Outstanding
 YES-O Student Leader**

Name of Nominee: _____
 Region/Division: _____

Criteria	MOVs	Maximum points	Actual Score
1. Organizational Leadership-35 points			
Implementation of all mandated Programs, Projects, and Activities (PPAs) : <ul style="list-style-type: none"> Implemented 1-3 PPAs- 5 points Implemented 4-6 PPAs- 10 points Implemented 7-9 PPAs- 15 points Implemented 10 PPAs- 20 points 	Approved proposal Implementation Plan Activity Completion Report	20	
Governance: <ol style="list-style-type: none"> Calendar of Annual Proposed Activities (CAPA) Certificate of Registration Registration Form Membership Form Biannual Accomplishment Report (BAR) SY 2021-2022 and 2022-2023 Activity Completion Report Monitoring and Evaluation form by Division YES-O Program Coordinator Five Year Targets from 2022- 2027 Financial Reports <ul style="list-style-type: none"> 1-2 accomplished documents- 5 points 3-4 accomplished documents- 7 points 5-6 accomplished documents- 9 points 7-8 accomplished documents-13 points 9 accomplished documents- 15 points 	MOVs listed in Governance	15	
2. Networking, Linkages and Collaboration- 40 points			
Involvement and Participation in community/ civic/ organizations/associations and its activities <ul style="list-style-type: none"> 1-2 participations/involvement- 6 points 3-4 participations/involvement- 8 points 5 participations/involvement- 10 points 	Certificate of Membership Certificate of Participation (in the last 2 years) Re-entry plan on how he/she can	10	



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	share his/her learnings on the activity		
Initiated and implemented outreach programs/ activities in the community. <ul style="list-style-type: none"> 1-2 initiated and implemented outreach program/activity- 5 points 3 initiated and implemented outreach program/activity- 10 points 4 initiated and implemented outreach program/activity- 15 points 5 initiated and implemented outreach program/activity- 20 points 	Approved outreach program/activity Accomplishment Report-Explicitly explain how the community benefited from the activity. Attendance of the participants	20	
Outstanding Accomplishments as Makakalikasan Advocate <ul style="list-style-type: none"> ✓ Award <ul style="list-style-type: none"> School Level- 2 points District/Municipal Level – 4 points Division/Provincial Level- 5 points If the award is given by National or International giving body, it shall correspond to highest points.	Certificate or Plaque of Recognition (in the last 2 years)	5	
Serve as Resource Speaker in any trainings, webinars and workshops offered by DepEd and private sectors related to Environment Protection and Awareness <ul style="list-style-type: none"> School Level- 2 points District/Municipal Level – 4 points Division/Provincial Level- 5 points If the trainings, webinars and workshops were organized by the National or International Entity, it shall correspond to highest points.	Certificate of Recognition (in the last 2 years) Highlights of the Talk Invitation letter	5	
3. Embodiment of the Core Value Makakalikasan- 25 points			
Promoting and Practicing 5Rs (Refuse, Reduce, Reuse, Repurpose, Recycle) at school, home and in the community <ul style="list-style-type: none"> 1 indicator- 1point 2 indicators- 3 points 3 indicators- 5 points 	Video advocacy or IEC material Picto Narrative	5	
Promoting and Practicing Vegetable Gardening at school, home and in the community <ul style="list-style-type: none"> 1 indicator- 1point 2 indicators- 3 points 3 indicators- 5 points 	Video advocacy or IEC material Picto Narrative	5	



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Promoting and advocating the practice of not using single-used plastic at school, home and in the community <ul style="list-style-type: none">• 1 indicator- 1 point• 2 indicators- 3 points• 3 indicators- 5 points	Video advocacy or IEC material Picto Narrative	5	
Promoting and Practicing energy, water and electric supply conservation at school, home and in the community <ul style="list-style-type: none">• 1 indicator- 1 point• 2 indicators- 3 points• 3 indicators- 5 points	Video advocacy or IEC material Picto Narrative	5	
Lead the environment protection and preservation at school, home and in the community <ul style="list-style-type: none">• 1 indicator- 1 point• 2 indicators- 3 points• 3 indicators- 5 points	Video advocacy or IEC material Picto Narrative	5	
Total Score			

Signature over Printed Name of the Evaluator

Designation and Date of Evaluation



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**Score Sheet for YES-O Best
 School Implementer**

Name of Nominee: _____
 Region/Division: _____
 Category: () Elementary () Secondary

Criteria	MOVs	Maximum points	Actual Score
Implementation of School Inside a Garden (SIGA) "Clean and Green Campaign"- 25 points			
<ul style="list-style-type: none"> Seed bank and Nursery Establishment ✓ 25 or more variety of seeds and seedlings- 5 points ✓ 20 variety of seeds and seedlings- 4 points ✓ 15 variety of seeds and seedlings- 3 points ✓ 10 variety of seeds and seedlings- 2 points ✓ 5 variety of seeds and seedlings- 1 point 	Picture of Seed Cabinet and Nursery with proper label	5	
<ul style="list-style-type: none"> Establishment of Flowering Garden ✓ 25 or more variety of flowering plants- 10 points ✓ 20 variety of flowering plants- 8 points ✓ 15 variety of flowering plants- 6 points ✓ 10 variety of flowering plants- 4 points ✓ 5 variety of flowering plants- 2 point 	Picto-Narrative signed by the School Head	10	
<ul style="list-style-type: none"> Native Endemic and Indigenous Trees Planted/Tree Seedlings <p>For tree seedlings:</p> <ul style="list-style-type: none"> ✓ 150 pcs or more with 5 variety of Endemic and Indigenous tree seedlings- 5 points ✓ 149-130 pcs with 5 variety of Endemic and Indigenous tree seedlings- 4 points 	Picto-Narrative signed by the School Head	5	



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<ul style="list-style-type: none"> ✓ 129-110 pcs with 5 variety of Endemic and Indigenous tree seedlings- 3 points ✓ 109-90 pcs with 5 variety of Endemic and Indigenous tree seedlings- 2 points ✓ 89 pcs and below with 5 variety of Endemic and Indigenous tree seedlings- 1 point <p>For planted trees:</p> <ul style="list-style-type: none"> ✓ 5 Endemic or Indigenous tree planted in school- 5 points ✓ 4 Endemic or Indigenous tree planted in school- 4 points ✓ 3 Endemic or Indigenous tree planted in school- 3 points ✓ 2 Endemic or Indigenous tree planted in school- 2 points ✓ 1 Endemic or Indigenous tree planted in school- 1 point <p>Whichever is applicable to school.</p>			
<ul style="list-style-type: none"> • Initiated and conducted Arbor Day and Earth Day Celebration ✓ 100% of School Population Attended- 5 points ✓ 99%-80% of School Population Attended- 4 points ✓ 79%-60% of School Population Attended- 3 points ✓ 59%-40% of School Population Attended- 2 points ✓ 39% & below of School Population Attended- 1 point 	Activity program/matrix Signed Accomplishment Report Attendance of the participants	5	
2. Awareness and Outreach Programs- 25 points			
<ul style="list-style-type: none"> • Environmental Educations, Awareness Campaigns and Symposia on Environmental Issues and Call to actions <p>Indicators:</p> <ul style="list-style-type: none"> ✓ Video Advocacy or EIC material ✓ Seminar-Workshop, Trainings, Webinars 	Video Advocacy or EIC material Approved Project Proposal Program Matrix List Winners Photo documentation Activity Report	5	



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<ul style="list-style-type: none"> ✓ Enviro-related contest ✓ One tumbler for every learner campaign ✓ Build Material Recovery Facility (MRF) <p>All indicators shall be provided to obtain the highest points, absence of the given indicators correspond to deduction of point/s.</p>			
<ul style="list-style-type: none"> • Environmental Youth Camp ✓ Conducted one (1) Environmental Youth Camp in collaboration with existing clubs/ organization in the school. 	Approved Project Proposal Program Matrix Attendance of the participants Activity Completion report with proper photo documentation	5	
<ul style="list-style-type: none"> • Watershed Protection and Conservation Initiated and conducted one (1) Mangrove planting. Minimum of 500 mangrove seedlings planted ✓ Manila Bay Conservation Program/ Activity 	Activity request Photo documentation Attendance of the participants Certificate of Number of Mangrove Seedlings Planted	5	
<ul style="list-style-type: none"> • Clean-up drives (coastal or community clean- up drives) ✓ 350 kls. or more collected solid waste- 5 points ✓ 201-250 kls. collected solid waste- 4 points ✓ 151-200 kls. collected solid waste- 3 points ✓ 101-150 kls. collected solid waste- 2 points ✓ 100 kls & below collected solid waste- 1 point 	Activity Request Photo documentation Certification of Collected Solid Waste from the Concerned Barangay Official	5	
<ul style="list-style-type: none"> • Adopt a river/ community/ forest 	Memorandum of Agreement Implementation Plan	5	



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	Progress Indicators Activity Report		
3. Solid Waste Management, Entrepreneurship and Energy Conservation- 20 points			
<ul style="list-style-type: none"> Promoting and Practicing 5Rs (Refuse, Reduce, Reuse, Repurpose, Recycle) in School 	Video advocacy or EIC material posted in conspicuous vicinity of the school. Narratives from the students the importance of 5Rs	5	
<ul style="list-style-type: none"> Functional Material Recovery Facility (MRF) ✓ 10 months photo documentation and Sale Report- 5 points ✓ 8-9 months photo documentation and Sale Report- 4 points ✓ 6-7 months photo documentation and Sale Report- 3 points ✓ 4-5 months photo documentation and Sale Report- 2 points ✓ 1-3 months photo documentation and Sale Report- 1 point 	Monthly photo documentation of MRF and Sale Report signed by the School Head	5	
<ul style="list-style-type: none"> Environmental Entrepreneurship Indicators: <ul style="list-style-type: none"> ✓ Conduct environmental entrepreneurial skill development. ✓ Recycled Product Corner ✓ Sale Report of Recycled Product All indicators shall be provided to obtain the highest points, absence of the given indicators correspond to deduction of point/s.	Activity Request Photo documentation of Recycled Product Corner Sale report of recycled product signed by the School Head.	3	
<ul style="list-style-type: none"> ✓ Promoting and Practicing No to Single Use Plastic Indicator: <ul style="list-style-type: none"> ✓ One tumbler for every learner and school personnel ○ 100% of School Population has a tumbler- 5 points 	Approved Project Proposal School Memorandum Photo documentation Certification that all the learners and school	5	



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<ul style="list-style-type: none"> 99%-80% of School Population has a tumbler- 4 points 79%-60% of School Population has a tumbler- 3 points 59%-40% of School Population has a tumbler- 2 points 39% & below of School Population has a tumbler- 1 point 	personnel have a tumbler.		
<ul style="list-style-type: none"> Energy, Water and Power Supply Conservation 	Video advocacy or EIC material posted in conspicuous vicinity of the school. Narratives from the students the importance of Energy, Water and Power Supply Conservation	2	
4. Collaboration to Gulayan sa Paaralan Program (GPP)- 20 points			
<ul style="list-style-type: none"> Crop integration (fruit, leafy vegetables, root vegetables, indigenous plants) 	Narrative report with Proper photo documentation	5	
<ul style="list-style-type: none"> Use of organic fertilizer and/or pest control 	Narrative report with Proper photo documentation	3	
<ul style="list-style-type: none"> Properly maintained compost pit and heap 	Narrative report with Proper photo documentation	2	
<ul style="list-style-type: none"> Utilization of Garden Space 	Narrative report with Proper photo documentation	5	
<ul style="list-style-type: none"> Utilization of Garden Produce (School Feeding) 	Narrative report with Proper photo documentation	5	
5. Partnership and Linkages- 10 points			
<ul style="list-style-type: none"> Forged and engaged the community and local government unit (LGU) in clean and green program of the school. <p>Indicators:</p> <ul style="list-style-type: none"> ✓ Forged partnership with Community (Barangay) and 	MOA/ MOU/Letter of Understanding Program Implementation as stated in the MOA/MOU/LOU Accomplish Activity Report with proper photo documentation.	5	



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LGU (MAO, CENRO, MENRO, PENRO)- 5 points Absence of one indicator- 2 points			
<ul style="list-style-type: none">Established partnership with Non-Government Organization/s and or/ Civic Society Organization/s Indicators: <ul style="list-style-type: none">✓ Forged partnership with 3 NGOs or CSOs- 5 points✓ Forged partnership with 2 NGOs or CSOs- 3 points✓ Forged partnership with 1 NGO or CSO- 1 point	MOA/ MOU/Letter of Understanding Program Implementation as stated in the MOA/MOU/LOU Accomplish Activity Report with proper photo documentation	5	
Total Score			

Signature over Printed Name of the Evaluator

Designation and Date of Evaluation



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Score Sheet for BKD
Outstanding Student Leader

Name of Nominee: _____
Region/Division: _____

Criteria	MOVs	Maximum points	Actual Score
1. Exemplary Student Leadership- 40 points			
<ul style="list-style-type: none"> Organized and Implemented BKD of Programs, Projects, and Activities (PPAs) on Drug Prevention ✓ Implemented 1-3 BKD relevant PPAs- 10 points ✓ Implemented 4-6 BKD relevant PPAs- 15 points ✓ Implemented 7-9 BKD relevant PPAs- 25 points ✓ Implemented 10 BKD relevant PPAs- 30 points 	Approved project proposal Implementation Plan Activity Completion Report with proper photo documentation	30	
<ul style="list-style-type: none"> Governance ✓ General Annual BKD Action Plan of PPAs ✓ Contextualized BKD School Charter approved by the School Head ✓ List of BKD Officers ✓ List of Members ✓ Registration Form ✓ Membership Form ✓ Minutes of the Meeting ✓ BKD Resolutions ✓ Communication/Request/Support Letters ✓ Biannual BKD Accomplishment Report (BAR) SY 2021-2022 and 2022-2023 1-3 accomplished documents- 2 points 4-5 accomplished documents- 4 points 6-7 accomplished documents- 6 points 8-9 accomplished documents- 8 points 10 documents provided/submitted- 10 points 	MOVs listed in Governance	10	
2. Networking, Linkages and Collaboration on Drug Abuse Prevention- 40 points			
Involvement or Participation in BKD community/civic/organizations/associations and its activities	Certificate of Membership	10	



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<ul style="list-style-type: none"> 1-2 participations/involvement- 6 points 3-4 participations/involvement- 8 points 5 participations/involvement- 10 points 	Certificate of Participation (in the last 2 years) Re-entry plan on how he/she can share his/her learnings on the Drug Abuse Prevention		
Initiated, Organized and implemented BKD outreach programs/ activities in the community. <ul style="list-style-type: none"> 1-2 initiated and implemented BKD outreach program/activity- 10 points 3 initiated and implemented BKD outreach program/activity- 15 points 4 initiated and implemented BKD outreach program/activity- 20 points 5 initiated and implemented BKD outreach program/activity- 25 points 	Approved outreach program/activity Accomplishment Report-Explicitly explain how the community benefited from the activity. Attendance of the participants	25	
<ul style="list-style-type: none"> Forged Partnership ✓ NGAs (PNP, PDEA, DDB) ✓ LGUs ✓ NGOs, ✓ CSO ✓ Religious Organizations At least 5 indicators are provided to obtain the highest points.	MOA/MOU/Letter of Understanding Approved Program or Activity Implementation as stated in the MOA/MOU/Letter of Understanding Activity Report with proper photo documentation	5	
3. Outstanding Accomplishments – 20 points			
Outstanding Accomplishments as BKD Advocate <ul style="list-style-type: none"> ✓ Award School Level- 6 points District/Municipal Level – 8 points Division/Provincial Level- 10 points If the award is given by National or International giving body, it shall correspond to highest points.	Certificate or Plaque of Recognition (in the last 2 years)	10	
Serve as Resource Speaker in BKD related trainings, webinars and workshops offered by DepEd and private sectors related to Environment Protection and Awareness <ul style="list-style-type: none"> School Level- 4 points District/Municipal Level – 8 points Division/Provincial Level- 10 points 	Invitation Letter Certificate of Recognition (in the last 2 years) Highlights of the Talk	10	



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If the trainings, webinars and workshops were organized by the National or International Entity, it shall correspond to highest points.

Total Score

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Score Sheet for BKD Best
 School Implementer
 Secondary Only

Name of Nominee: _____
 Region/Division: _____

Criteria	MOVs	Maximum Points	Actual Score
1. Functionality of Barkada Kontra Droga (BKD) Program on Drug Abuse Prevention in Secondary Schools- 20 points			
<ul style="list-style-type: none"> General Annual Action Plan for BKD PPAs ✓ Achievable and responsive BKD activities 	Signed Approved Annual Action Plan for BKD PPAs	5	
<ul style="list-style-type: none"> Grand Launching of BKD program in School ✓ BKD Kick-Off Activity 	Approved Activity Request School Memorandum Program Matrix Registration list of the participants	5	
<ul style="list-style-type: none"> Organized and Functional BKD School Chapter ✓ Officers and Teacher-Adviser 	List of BKD Officers (elected or appointed) Designation of Teacher-Adviser as BKD Coordinator	5	
<ul style="list-style-type: none"> Contextualized BKD School Charter ✓ Rationale ✓ Roles and Responsibilities of each Officers and teacher adviser and its members. 	Submit hard copy of BKD School Charter approved by the School Head	5	
2. Scope and Coverage of Implementation- 20 points			
School wide implementation	School Memorandum Advocacy video posted in the official BKD FB account of the School and or Official FB account of the School or EIC materials posted in the conspicuous vicinity of the school Photo documentation	10	
Community involvement and partnership	Memorandum of Agreement with the Barangay/s covering the school Pledge of commitment of the Barangay Officials	5	



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	Roles of Barangay in the implementation of BKD Program		
Adopt a School on the BKD Program ✓ 5 BKD related activities conducted - 5 points ✓ 4 BKD related activities conducted - 4 points ✓ 3 BKD related activities conducted - 3 points ✓ 2BKD related activities conducted- 2 points ✓ 1 BKD related activity conducted - 1 point	Memorandum of Agreement Implementation plan of the BKD PPAs Activity Report with proper photo documentation	5	
3. Nature of Extent of Drug Abuse Prevention Activities/ Projects Initiated/Implemented and Organized- 40 points			
<ul style="list-style-type: none"> Information or Advocacy Campaign Indicators: ✓ BKD advocacy video ✓ Film showing ✓ BKD jingle ✓ Hugot lines related to BKD ✓ EIC material (posters)	BKD videos Film Showing BKD jingle Hugot lines related to BKD EIC material (posters) Photo documentation	10	
Each indicator is equivalent to 2 points. <ul style="list-style-type: none"> BKD Education Indicators: ✓ Integration of drug abuse prevention concepts and BKD components in classroom instruction ✓ Organizing Seminar-workshops, Webinars on Drug Abuse Prevention ✓ Conduct BKD Student Forum/Conference/ Summit ✓ Capacity Building for BKD Officers ✓ Integrate one session of BKD (Drug Prevention) in Learning Action Cell (LAC)	Approved Project proposal/ Activity Request School Memorandum Activity Report with proper photo documentation	10	
Each indicator is equivalent to 2 points. <ul style="list-style-type: none"> School Intervention Indicators:	Process flow how to conduct each service.	5	



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<ul style="list-style-type: none"> ✓ Provision of guidance and counseling services to learners ✓ Peer Coaching ✓ Referral Services ✓ Assistance to Student Surrenders if any ✓ Provision of guidance and counseling services Parents/Guardians. <p>Each indicator is equivalent to 1 point.</p>	Report relative to illegal drugs if any and action taken		
<ul style="list-style-type: none"> • Alternative Intervention <p>Indicators:</p> <ul style="list-style-type: none"> ✓ Friendly Sports/Athletics Competition ✓ Cultural Presentation ✓ BKD Arts and crafts ✓ Religious Activities ✓ Civic Engagement/Activity ✓ Other Recreational Activities <p>Each indicator is equivalent to 1 point.</p>	<p>Approved Activity Request</p> <p>Activity report with proper photo documentation</p> <p>Registration of the participants</p> <p>If it is contest, list of winners duly signed by authorized person.</p>	5	
<ul style="list-style-type: none"> • Establish and Functional BKD Corner/Space <p>Indicators:</p> <ul style="list-style-type: none"> ✓ Advocacy posters on BKD ✓ Reading materials ✓ Output of learners on BKD activity ✓ BKD school news paper ✓ BKD Accomplishment Report ✓ Other materials relevant for BKD Corner/Space 	<p>Approved request on the establishing BKD Corner</p> <p>Proper documentation of BKD Corner</p>	10	
4. Extent of Involvement of the following in terms of providing Assistance, Leadership and Support (ALS) in the implementation of the BKD Program- 20 points			
<ul style="list-style-type: none"> • Learners <p>Indicators:</p> <ul style="list-style-type: none"> • Active participation in the Activity/ies. • Minimum of four (4) (at least 1 per quarter) BKD related activities conducted ✓ 90-100% of the target learners participated in the activity- 5 points 	<p>Approved Project Proposal</p> <p>Program Matrix</p> <p>Registration list of the participants per activity.</p> <p>Activity Report with proper photo documentation</p>	10	



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<ul style="list-style-type: none">✓ 80-90% of the target learners participated in the activity- 4 points✓ 60-70% of the target learners participated in the activity- 3 points✓ 40-50% of the target learners participated in the activity- 2 points✓ 39% & below of the target learners participated in the activity- 1 point			
<ul style="list-style-type: none">• Parent Teacher Association (PTA) ALS	Attendance in the Activity Involvement in planning Photo documentation Financial support if applicable Pledge of Commitment	3	
<ul style="list-style-type: none">• School Head, Teaching and Non- Teaching ALS	Attendance in the Activity Involvement in planning Photo documentation Financial Support from the school budget or other source Provision of Technical assistance Pledge of Commitment	2	
<ul style="list-style-type: none">• ALS involvement of<ul style="list-style-type: none">✓ NGAs (PNP, PDEA, DDB)✓ LGUs✓ NGOs,✓ CSO✓ Religious Organizations <p>At least 5 indicators are provided to obtain the highest points.</p>	MOA/MOU/Letter of Understanding Program Matrix indicating the active involvement. Activity Activity Report with proper photo documentation	5	
Total Score			

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**Score Sheet for Best Child
 Protection School
 Implementer**

Name of Nominee: _____
 Region/Division: _____
 Category: () Elementary () Secondary

Criteria	MOVs	Maximum Points	Actual Score
1. Functionality of Child Protection in School- 40 points			
<ul style="list-style-type: none"> Establish and Functional Child Protection Committee (per DepEd Order No. 40 s. 2012) 	List of the Composition of School Child Protection Committee Minutes of the Meeting	5	
<ul style="list-style-type: none"> Contextualize School Child Protection Policy duly approved by the members of SCPC. 	School Child Protection Policy	5	
<ul style="list-style-type: none"> Establish School Referral and Monitory System 	Process flow of the School Referral and Monitoring System School Protocol on Reporting and Referring child abuse cases	5	
<ul style="list-style-type: none"> Annual Child Protection Plan of Programs, Projects and Activities 	Copy of Annual Child Protection of Activities Signed by the School Head	5	
<ul style="list-style-type: none"> Conducted Child Protection Activity/ies as stated in the Annual Child Protection Plan of PPAs ✓ 10 organized and implemented CP PPAs- 20 points ✓ 9-8 organized and implemented CP PPAs- 16 points ✓ 7-6 organized and implemented CP PPAs- 12 points ✓ 5-4 organized and implemented PPAs- 8 points ✓ 1-3 organized and implemented PPAs- 4 points 	Approved Project Proposal/Activity Request Program Matrix Registration of the attendees Activity Report with proper photo documentation	20	



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2. Capacity Building on Child Rights and Child Protection- 30 points

<ul style="list-style-type: none">Organize and implement Seminar-workshops, webinars or integrate during the Learning Action Cell/School Gender Sensitive Training <p>Indicators:</p> <ul style="list-style-type: none">✓ Training on awareness and understanding of child maltreatment and its common contributing factors and immediate and long-term impacts.✓ Training on classroom management and positive discipline, in order to minimize the use of corporal punishment and student-teacher and peer bullying.✓ Training on how to recognize signs and symptoms of child abuse, neglect or exploitation and make appropriate reports and referrals in line with procedures established by the school child protection policy.✓ Training for school personnel to be sensitive toward and supportive of students who have experienced child maltreatment.✓ Capacitate school personnel to what actions to take if they suspect a child is being maltreated within or outside of school settings.✓ Re-orientation on Personal Safety Lessons (PSL) (DepEd Order No. 45 s. 2009) <ul style="list-style-type: none">6 trainings conducted relative to child rights and protection- 30 points	<p>Approved Project proposals Program Matrix Registration list of the participants Activity Report with proper photo documentation</p>	30	
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<ul style="list-style-type: none"> • 5 trainings conducted relative to child rights and protection- 25 points • 4 trainings conducted relative to child rights and protection- 20 points • 3 trainings conducted relative to child rights and protection- 15 points • 2 trainings conducted relative to child rights and protection- 10 points • 1 training conducted relative to child rights and protection- 5 points 		
3. Networking, Collaboration and Partnership on Child Protection- 15 points		
<ul style="list-style-type: none"> • Collaboration and Coordination with other partner agencies such as NGAs, NGOs, CSO, Religious Groups and among others. <p>Indicators:</p> <ul style="list-style-type: none"> ✓ Pool of external experts ✓ Network of volunteers ✓ Youth observatory ✓ Forged 5 partnerships on school child protection PPAs implementation- 15 points ✓ Forged 4 partnerships on school child protection PPAs implementation- 13 points ✓ Forged 3 partnerships on school child protection PPAs implementation- 9 points ✓ Forged 2 partnerships on school child protection PPAs implementation- 7 points 	<p>Notarized MOA/MOU/Letter of Understanding Approved Project Proposal/Implementation as stated in MOA/MOU/LOU Program Matrix Registration list of the participants Activity Report with proper photo documentation</p>	



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✓ Forged 1 partnership on school child protection PPAs implementation- 5 points			
4. Child Protection Advocacy- 10 points			
<ul style="list-style-type: none"> Raise awareness of child protection issues and abuse in schools and communities <p>Indicators:</p> <ul style="list-style-type: none"> ✓ Communication campaigns ✓ Advocacy videos ✓ EIC material (poster) ✓ Newsletter ✓ Let's protect our friends from violence and abuse campaign. ✓ Positive Discipline booklet or pamphlet (How to handle violence and problematic student behavior) <p>Scope and Coverage of the Campaign: School wide and Community</p> <p>All indicators must be submitted/presented to obtain the highest points.</p>	Copy of all the indicators	10	
5. Record Keeping and Information Management- 5 points			
<ul style="list-style-type: none"> Mechanism of School on how the information on child protection concerns should be recorded and managed, as well as shared with persons in positions of authority while assuring victim privacy and that such information is shared strictly on a need-to know basis. 	Process Flow of the Mechanism Reported Cases and action taken	3	
<ul style="list-style-type: none"> Annual Accomplishment Report Plan of Action on Child Protection Implementation for the following SY. 	Copy Annual Accomplishment Report, Plan of Action and CP Best Practices	2	



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• Best Practices of Child Protection Implementation			
Total Score			

Signature over Printed Name of the Evaluator

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