



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A (CALABARZON)
 Karangalan Village, Gate 2
 Cainta, Rizal



March 6, 2015

REGIONAL MEMORANDUM

No. 05, s. 2015

CLARIFICATION ON DEPED ORDER NO. 66, S. 2007

To: Schools Division Superintendents
School Heads of Elementary and Secondary Schools

1. This is to reiterate the observance and strict implementation of DepED Order No. 66, s. 2007 relative to the guidelines on the appointment and promotions of other teaching, related teaching and non teaching positions.

2. For uniformity, the following points on **Outstanding Accomplishments** shall be specifically adopted per given criterion as follows:

a. Outstanding Employee Award

	Teaching and Related Teaching (4 pts.)	Non-Teaching Group	
		Level 1 (1 pt.)	Level 2 (4 pts.)
Awardee in the school	.5	.2	.5
Nomination in the division/awardee in the district	1.0	.250	1.0
Nomination in the region/awardee in the division	2.0	.333	2.0
Nomination in the department/awardee in the region	3.0	.500	3.0
National Awardee	4.0	1.00	4.0

b. Innovations (on a per accomplishment level basis)

	Teaching and Related Teaching (4 pts.)	Non-Teaching Group	
		Level 1 (1 pt.)	Level 2 (4 pts.)
Conceptualized	.5	.2	.5
Started the implementation	1.0	.250	1.0
Fully implemented in the school	2.0	.333	2.0
Adopted in the district	3.0	.500	3.0
Adopted in the division	4.0	1.00	4.0

Thus, an applicant would be given **.5 point** regardless of the number of innovations submitted if such innovations fall under “**conceptualized**” level, **1 point** if he reaches the level of “**started the implementation**”, etc. What is important is that the innovation should reach the level of “**adopted in the division**” to be able to get the full **4 points**.

However, if the applicant has two distinct innovative projects – where one at the “conceptualized” level and another at the “fully implemented in the school” level, the said applicant will earn .5 plus 2 points for a total of 2.5 points.

c. Research and Development Projects (per action research/research project but not to exceed maximum points)

	Teaching and Related Teaching (4 pts.)	Non-Teaching Group	
		Level 1 (1 pt.)	Level 2 (4 pts.)
Action research conducted in the school level	1.333	.333	1.333
Action research conducted in the district level	2.0	.500	2.0
Action research conducted in the division level	4.0	1.00	4.0

d. Publication and Authorship (per article/book but not to exceed maximum points)

	Teaching and Related Teaching (4 pts.)	Non-Teaching Group	
		Level 1 (1 pt.)	Level 2 (4 pts.)
Articles published in a journal/newspaper/magazine of wide circulation	1.333	.333	1.333
Co-authorship of a book (shall be divided by the number of authors)	2.0	.500	2.0
Sole authorship of a book	4.0	1.00	4.0

e. Consultant/Resource Speaker in Trainings/Seminars

	Teaching and Related Teaching (4 pts.)	Non-Teaching Group	
		Level 1 (1 pt.)	Level 2 (4 pts.)
District Level	.5	.2	.5
Division Level	1.0	.250	1.0
Regional Level	2.0	.333	2.0
National Level	3.0	.500	3.0
International Level	4.0	1.00	4.0

3. All pertinent documents for evaluation by the PSB shall be reckoned from the **date of last appointment**, except the criterion on education.

4. Immediate dissemination of and compliance with this Order is desired.



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Director IV