

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



02 August 2022

Regional Memorandum

**CORRIGENDUM TO THE REGIONAL MEMORANDUM
NO. 435, S. 2022**


To **Schools Division Superintendents**

1. Relative to Regional Memorandum No. 435, s. 2022 dated July 8, 2022, this Office would like to announce that the final schedule of **2022 Regional Continuous Improvement (CI) Symposium** will be on September 7-8, 2022, which will be held virtually (Blended Online).
2. Participants in this symposium are the Division CI Focal Person and CI project presenter/s for each category. Other participants include the personnel of the Quality Assurance Division, Regional CI Coaches/Masters and 2 TWG (1 ICT, 1 HRDD). They are directed to register thru <https://bit.ly/CISymp21> until August 22, 2022. Meeting link will be sent via email. Certificate of Participation will be issued upon complete attendance to and evaluation of the Activity.
3. The official SDO entries are based from the submitted list for oral, poster and video presentations. The following are the instructions for the presentations:
 - a. For the oral presentation, each presenter will present their latest CI project. Each presentation lasts for 12 minutes (8 minutes presentation and 4 minutes for question and answer). Oral presentation and slides will be judged and evaluated during the actual presentation;
 - b. For the video presentation, each SDO CI Focal Person will present the 2022 SDO CI Implementation. Each presentation should last for 8 minutes (3 minutes video presentation and 5 minutes for question and answer). Video presentation will be judged and evaluated during the actual presentation; and
 - c. For the poster presentation, poster should be in landscape orientation, saved in PDF format and will be uploaded in the Google Drive to be provided as depository for CI project entries. Poster will be presented followed by a 5-minute question and answer. Poster presentation will be judged and evaluated during the actual presentation.



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4. As part of the preparation for the activity, this Office directs all Schools Division Offices through SDO CI Focal Person to upload the CI Project entry for Poster Presentation, Oral Presentation, and Video Presentation to <https://drive.google.com/drive/folders/13JR5T9T3JqbUkkWEaiAPSgr8XNIan1zM> on or before August 22, 2022.
5. Enclosed are the (1) Guidelines for the Selection of CI Awards and the (2) Activity Matrix of the said activity for your reference.
6. Other necessary updates and details will be announced in a separate communication. For queries, you may call Emelia M. Aytona at 09358652543.
7. Strict compliance with this Memorandum is enjoined.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Assistant Secretary
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qad/esg/ema

GUIDELINES FOR THE SELECTION OF CI AWARDS

A. Rubric in Selecting the Best CI Projects (Oral, Poster and Video Categories)

Indicators	Best	Better	Good
	5	3-4	1-2
Background	The background contains very clear qualitative and/or quantitative statement of customers' needs and wants. Also, the SIPOC provides very high level view or picture of the process indicating the project boundaries.	The background contains clear qualitative and/or quantitative statement of customers' needs and wants. Also, the SIPOC provides high level view or picture of the process indicating the project boundaries.	The background shows the statement of customers' needs and wants. Also, the SIPOC provides idea on the process of the project.
Current State	The current state shows a very clear picture of the process map including the direction of the project including the data gathering procedures and the data presentation which are very strategic and systematic.	The current state shows a clear picture of the process map including the direction of the project including the data gathering procedures and the data presentation which are strategic and systematic.	The current state shows a picture of the process map including the data gathering procedures and the data presentation.
Problem Analysis	The problem is very clearly defined in the project showing the deepest underlying cause/s, or problematic symptoms within any process validated through the use of the why-why diagram.	The problem is clearly defined in the project showing the deepest underlying cause/s, or problematic symptoms within any process validated.	The problem is identified in the project showing the underlying cause/s, or problematic symptoms.
Future State	The future state shows proposed and highly doable solution translated into actions as shown in the highly improved process diagram, and generated through the 4Ws and 1H scheme.	The future state shows proposed and doable solutions translated into actions as shown in the improved process diagram, and generated through the 4Ws and 1H scheme.	The future state shows solutions as shown in the improved process diagram.
Implementation Plan	The implementation plan completely and clearly explains the tasks and timeline, the target outputs, persons responsible, the budget and the resources.	The implementation plan explains the tasks and timeline, the target outputs, persons responsible, the budget and the resources.	The implementation plan shows information in carrying out the process.
Test Results	The test results show very significant improvement as shown on the context of before and after piloting the	The test results show significant improvement as shown on the context of before and after piloting the	The test results show a difference on the implementation of the project.

	solution.	solution.	
Lesson Learned	The project shows reflection on the most significant impact and/or results of the project as manifested in the contexts of results and methods.	The project shows reflection on the significant impact and/or results of the project as manifested in the contexts of results and methods.	The project shows reflection on the impact and/or results of the project.

Reference: <http://depedcdo.com/wp-content/uploads/2015/08/Over-all-CI-ppt-presentation-pdf-1.pdf>

B. Rubric in Selecting the Best Presenter (Oral ,Poster and Video)

Indicators	Best	Better	Good
	5	3-4	1-2
Critical Thinking	Thoughtfully and accurately interprets results, shows in-depth understanding of major ideas	Identifies relevant arguments, justifies results, offers reasons	Usually justifies results and offers reasons
Quality of Information	Covers topic thoroughly, includes details that support the topic	Includes essential information, includes some supporting details	Includes most essential information, details are somewhat sketchy
Organization	Well organized and coherent, topics are in logical sequence, includes clear introduction and conclusions	Organized, some topics are out of logical order, conclusions are generally clear	Some organization, topics jump around, conclusions are unclear
Oral Presentation	Well prepared, speaks clearly, makes eye contact with audience, delivers with ease, invites questions	Engages audience, fluid delivery, uses different approach other than simply reading screen, invites Questions	Clear and understandable, uses limited delivery techniques

Reference: <http://engr.wisc.edu/> / Rubric_Presentation.doc

ACTIVITY MATRIX

Day/Time	Activity	In-Charge
Day 1		
8:30-9:30 am	Opening Program	Ms. Elena L. Lopez
9:30- 10:30 am	Revisiting the CI Processes	
10:30-12:00 pm	Oral Presentation of CI Projects (12 mins per presentation: 8 mins presentation and 4 mins Q & A)	Technical Working Group Regional CI Masters/Coaches
12:00-1:00 pm	Lunch Break	
1:00 - 4:00 pm	Continuation of Oral Presentation of CI Projects (12 mins per presentation: 8 mins presentation and 4 mins Q & A)	Technical Working Group Regional CI Masters/Coaches
Day 2		
8:30-9:00 am	Management of Learning	Dr. Buenalyn M. Manuel/TWG
9:00-12:00 pm	Video Presentation of CI Projects (8 mins per presentation: 3 mins presentation and 5 mins Q & A)	Technical Working Group Regional CI Masters/Coaches
12:00-1:00 pm	Lunch Break	
1:00 - 2:00 pm	Continuation of Video Presentation of CI Projects (8 mins per presentation: 3 mins presentation and 5 mins Q & A)	Technical Working Group Regional CI Masters/Coaches
2:00-4:15 pm	Poster Presentation of CI Projects (5 mins per presentation including Q & A)	Technical Working Group Regional CI Masters/Coaches
4:15 - 5:00 pm	Closing Program and Awarding	Ms. Elena L. Lopez