



DepEd

Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City



February 26, 2014

Division Memorandum
No. 104s. 2014

2014 NATIONAL LITERACY AWARDS

To: OIC. Assistant Superintendents
Education Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads

1. Attached is the DepEd Memorandum No. 16, s. 2014, dated February 17, 2014, entitled, "2014 NATIONAL LITERACY AWARDS," for the information and guidance of all concerned.
2. Immediate and wide dissemination of this Memorandum is desired.


ARDEN D. MONISIT, Ed.D.
Schools Division Superintendent

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Republic of the Philippines
Department of Education

12 FEB 2014

DepEd MEMORANDUM
No. **16**, s. 2014

2014 NATIONAL LITERACY AWARDS

To: Regional Directors
Schools Division Superintendents
Heads, Public and Private Elementary/Secondary Schools

1. The Department of Education (DepEd), through the Literacy Coordinating Council (LCC), will conduct the **2014 National Literacy Awards (NLA)** in September 2014. The NLA has the following categories: Outstanding Literacy Program and Outstanding Local Government Unit (LGU).

- a. **Outstanding Literacy Program** is an award given to a civil society organization, non-government organization, private organization or educational/academic institution, which has developed and implemented a literacy program that made a positive impact on learners and the community; and
- b. **Outstanding Local Government Unit (LGU)** is an award given to local government units that have developed and implemented policies, programs and projects conducive to literacy advancement and have efficaciously made a positive impact on their barangays and the quality of life of their people. The LGU category is subdivided into highly urbanized city, component/component independent city, class A municipality (first to third class) and class B municipality (fourth to sixth class).

2. The Awards aim to recognize the best practices for implementing literacy programs or projects that help alleviate poverty, provide livelihood, address welfare needs, promote freedom and make education facilities accessible. The specific objectives of the Awards are:

- a. To contribute to the realization of the goal of universalizing literacy in the Philippines by creating public awareness of and interest in the programs and projects addressing this concern;
- b. To sustain, expand and institutionalize literacy efforts by motivating and recognizing individuals, institutions and local government units through awards and appropriate recognition;
- c. To encourage the development and replication of innovative, creative and indigenous literacy programs; and

- d. To bestow honor and recognition to outstanding individuals and government and non-government organizations for their dedication, commitment and contribution to the universalization of literacy in their respective communities.

3. Nomination/s and selection of regional winners shall be conducted on April 7-30, 2014. Announcement of regional winners will be on May 5, 2014. Regional entries must be submitted to the LCC Secretariat on or before May 15, 2014. Any entry not received by the said date will not be included in from the short-listing process.

4. Regional winners must submit documents strictly in accordance with the following specifications:

- a. A clear, simple, straightforward and comprehensive Executive Summary of not more than five (5) pages in A-4 bond size, double-spaced, describing the nominated program/s or local government unit based on the set criteria, and highlighting the literacy component of the program for validation.
- b. Three (3) copies of the nominee's folio/entry of not more than fifty (50) pages in A-4 bond size, double-spaced, containing only related documents and data including photographs (size: 3"x 5", not to exceed 20 pieces; video documentation is not encouraged) in accordance with the category and criteria but limited to those in effect within two (2) years prior to the date of entry;
- c. Electronic copy (in CD) of nominee's folio/entry including photographs for uploading in the LCC website with address <http://lcc.deped.org.ph>;
- d. Individual score sheets of the Regional Screening Committee (RSC) members duly signed by the rater and countersigned by the RSC Chairperson; and
- e. Brief but complete documentation of all stages of the selection process signed by the Coordinator and countersigned by the Chairperson.

5. The DepEd Regional Directors and chiefs/focal persons of the Alternative Learning System (ALS), who are designated members of the Regional Steering Committee, are enjoined to spearhead the nomination/selection process at the regional level. They are advised to apply the revised set of criteria and guidelines for selection and follow the new schedule provided. They are expected to submit to the LCC Secretariat a brief report on how the regional nominees were selected together with the list of nominees.

6. The Schools Division Superintendents (SDS), ALS Division Supervisors and District Coordinators are enjoined to identify civil society and private organizations and local government units implementing promising literacy programs and encourage them to join the NLA.

7. The Bureau of Alternative Learning System (BALS) and its various Schools Division Offices (SDOs) are directed to extend full support to the implementation of the 2014 NLA.

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8. The following documents are enclosed for reference:

- Enclosure No. 1 - 2014 NLA Timetable of Activities
- Enclosure No. 2 - 2014 NLA Categories and Procedures
- Enclosure No. 3a - 2014 Criteria for the Selection Process
Outstanding Local Government Units
- Enclosure No. 3b - 2014 Criteria for the Selection Process
Outstanding Literacy Program
- Enclosure No. 4 - 2014 NLA Guidelines
for the Selection Process
- Enclosure No. 5a - 2014 NLA Outstanding LGU Category
Nomination Form
- Enclosure No. 5b - 2014 NLA Outstanding Literacy Program
Category Nomination Form

9. For more information, all concerned may contact **Dr. Norma L. Salcedo**, Head, Literacy Coordinating Council Secretariat, DepEd Central Office at Room 424, 4th Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City at telephone nos.: (02) 631-0579, (02) 631-0567 and (02) 635-9996; telefax no. (02) 631-0590 or at mobile phone no.: 0920-327-4230.

10. Immediate dissemination of this Memorandum is desired.



BR. ARMIN A. LUISTRO FSC
Secretary

Encls.:

As stated

Reference:

DepEd Memorandum: No. 151, s 2013

To be indicated in the Perpetual Index
under the following subjects:

ALTERNATIVE LEARNING SYSTEM
BUREAUS & OFFICES
CONFERENCES
OFFICIALS
ORGANIZATIONS
PRIZES or AWARDS
TEACHERS

R-MCR/DM-2014 Literacy Conference
0022/January 9, 2014/01-17-14/01-23-14/1-27-14

LITERACY COORDINATING COUNCIL

**2014 National Literacy Awards
Timetable of Activities**

January 30, 2014	Issuance of NLA DepEd Memorandum
February 11 – April 4	Information campaign (countrywide: local and national); regional orientation by LCC Members/ Representatives/LCC Secretariat
April 7–30	Regional search/selection (by division)
May 5	Announcement of regional winners (Awarding of regional winners will be held after the National Literacy Awards and Conference in September 2014.)
May 15	<ul style="list-style-type: none">• Deadline for submission of regional entries to the LCC Secretariat• Preparation of documents/materials for the briefing of the Board of Judges (BOJs)
May 16	Initial review of regional entries by the LCC Secretariat
May 20	Organization/briefing of the Board of Judges (BOJs)
May 20 – June 20	Short-listing of entries by BOJs
June 24	Initial deliberation meeting of BOJs and the LCC Secretariat
June 25 – July 31	Ocular visit of BOJs to the five (5) short-listed entries
August 1	Final deliberation of winners by BOJs
August 5–7	Ocular visit of BOJs to LGU nominee for the Special Award of Excellence
August 14	Report of BOJs to the Council on the national winners
September 15–19	National Literacy Conference and Awards

LITERACY COORDINATING COUNCIL

**2014 NATIONAL LITERACY AWARDS
Categories and Procedures**

In support of the National Government's commitment to achieve the goal of the United Nations in reducing adult illiteracy by 50% in 2015 and in consequently improving the quality of life of Filipinos, the Department of Education (DepEd) and the Literacy Coordinating Council (LCC) will mobilize all sectors of society, government agencies, non-government organizations, people's organizations, local government units, and the entire civil society to promote and disseminate the importance of literacy to national progress and subsequently inspire them to develop, implement and sustain literacy programs/projects throughout the country.

Literacy programs/projects have been proven to help alleviate poverty, provide livelihood, address social welfare needs, promote freedom and make education facilities more accessible. Through these programs/ projects, coordination among agencies can be developed and continuous capability building for literacy workers can be achieved.

Numerous stakeholders and advocates of literacy and continuing education presently conduct literacy projects nationwide to address the present problem of illiteracy. In spite of difficulties, such as poor compensation, hampered mobility due to geographical and peace and order problems, and inadequacy of teaching materials, to name a few, the commitment and dedication of these workers and institutions have not wavered even slightly. These literacy workers and organizations/institutions truly deserve special recognition for their devotion and dedication toward the campaign against illiteracy. In the desire to recognize their significant contribution and bestow honor, the Literacy Coordinating Council launched the National Literacy Awards (NLA) in 1994.

The NLA was held in abeyance in 2006-2007 to allow the conduct of its process and impact evaluation. Based on the favorable result of the evaluation and the researcher's recommendation, the NLA resumed in 2008 and was set to be conducted every other year. This will give enough time for stakeholders, especially from the Local Government Units, to develop and implement literacy programs and projects in their respective communities.

AWARDS OBJECTIVES

1. Contribute to the realization of the goal of universalizing literacy in the Philippines by creating public awareness of and interest in programs and projects addressing this concern;
2. Sustain, expand and institutionalize literacy efforts by motivating and recognizing individuals, institutions and local government units through awards and appropriate recognition;
3. Encourage the development and replication of innovative, creative and indigenous literacy programs; and
4. Bestow honor and recognition to outstanding individuals and government and non-government organizations for their dedication and commitment as well as contribution to the universalization of literacy in their respective communities.

AWARDS CATEGORIES

Outstanding Literacy Program Award

The Outstanding Literacy Program award is given to a civil society organization, non-government organization, private organization or educational/academic institution, which has developed and implemented a literacy program that made a positive impact on learners and the community.

Outstanding Local Government Unit Award

The Outstanding Local Government Unit award is given to local government units that have developed and implemented policies, programs and projects conducive to literacy advancement and have efficaciously made a positive impact on their barangays and the quality of life of their people.

The Local Government Unit category is divided into four sub-categories, namely, highly urbanized city, component/component independent city, class A municipality (first to third class) and class B municipality (fourth to sixth class).

PROCEDURES

Distribution of Nomination Forms

The National Literacy Awards Selection Committee, through its National Secretariat, will distribute the application forms to DepEd regional offices nationwide and to selected non-government organizations. These forms will

also be made available to all individuals and institutions, government organizations and non-government organizations who would like to nominate candidates.

Information Awareness Campaign

The DepEd Secretary shall issue an appropriate order requiring all division and district supervisors to disseminate the information regarding the awards.

Concerned non-government organizations will be requested to inform their members nationwide of the contest.

A nationwide tri-media campaign will be launched to create greater public awareness and participation.

Regional Selection Committee

Step 1 - Organization of Regional Selection Committee

A Regional Selection Committee (RSC) shall be organized as follows:

- Chairperson - Regional Director
Department of Education
- Co-Chairperson - Regional Director
Department of the Interior and Local
Government
- Members - Regional Director
Phil. Information Agency;
Regional Director
National Economic and
Development Authority;
President
Academe (State University in the
Region)
- Coordinator - Regional Chief
DepEd ALS Division/
ALS Focal Person

Note: The Chairperson shall vote only to break a tie.
The Coordinator must document all stages of the selection process for submission to the LCC Secretariat together with the entry documents. The Coordinator shall have no voting capacity.

Step 2 - Selection

The RSC shall evaluate all entries for the five categories submitted by the different school divisions. The RSC shall review the documents submitted and select the top three nominees per category (using the prescribed individual score sheets) from which the final regional nominee/finalist for each category will be selected.

Step 3 - Project Site Visit

The RSC shall conduct on-site validation of the top three nominees/finalists for further verification. Interviews with the concerned public shall likewise be administered in project sites.

Step 4 - Selection of Final Regional Nominee/Finalist

The RSC shall select and submit individual rankings for the three regional nominees/finalists for each category. Ranking shall be processed and the entry with the highest ranking (no. 1) shall be chosen as the regional entry to vie for the national awards.

Step 5 - Submission of Regional Entries

The RSC shall submit the regional entries to the LCC Secretariat according to specifications on or before the closing of office hours on May 15, 2014. Entries submitted beyond the due date shall not be accepted and shall be considered disqualified.

Likewise, the following must be included in the documents:

- Individual score sheets of RSC members duly signed by the rater and countersigned by the RSC Chairperson.
- Documentation of all stages of the selection process signed by the Coordinator and countersigned by the Chairperson.

National Selection Process

- Step 1** A Board of Judges (BOJ) shall be organized, which shall be composed of not more than three members per category.
- Step 2** Each member of the BOJ for every category shall review the entries and shortlist or select his/her top five nominees from which the final winners shall be chosen.
- Step 3** The BOJs for each category shall meet to discuss the strong and weak points of the shortlisted entries and come up with the top five nominees to be visited.
- Step 4** The BOJs shall conduct on-site validation of the top five project sites for further verification. Interviews with nominees/finalists, project managers, local officials, beneficiaries, community members, and other constituents shall likewise be conducted.
- The BOJs shall rank the entries based on their findings during visitations and endorse the recommendation to the Council. They shall keep their results strictly confidential.
- Step 5** LCC officials shall declare and award the winners during the National Literacy Awards to coincide with the celebration of the National Literacy Week in September 2014.

For further inquiries, please address to:

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Guidelines for the National Literacy Awards shall also be posted in the LCC website: <http://lcc.deped.org.ph>.