Republic of the Philippines
Department of Education
Region X
DIVISION OF MISAMIS ORIENTAL
Cagayan de Oro City
Tel Nos.: (088) 856-4454 / (08822) 72-46-15
Fax No.: (088) 856-4524 / e-mail: misamisoriental@deped.gov.ph

February 24, 2017

Division Advisory

Metrobank Foundation Outstanding Filipinos- Search for Outstanding Teachers

To: Public Schools District Supervisors/Division In-charge
School Heads (all levels)
Elementary, Junior and Senior High School Teachers
All others concerned

1. This has reference to the invitation letter received in this office dated February 24, 2017, the **Metrobank Foundation** invites teachers who manifest profound commitment to the development of the youth through exemplary competence, effective educational leadership and community impact, to the **Search for Outstanding for Outstanding Teachers 2017.**

2. Deadline for submission of nomination form is on March 24, 2017.

3. Attached is the letter of invitation/guidelines for reference.

4. For your information and guidance.

5. Wide dissemination of this advisory is hereby enjoined.

CHERRY MAE L. LIMBACO, PhD., CESO V
Schools Division Superintendent

CLL/mdb

Metrobank Foundation
OUTSTANDING FILIPINOS
TEACHERS • SOLDIERS • POLICE OFFICERS

Marife

13 February 2017

DR. CHERRY MAE L. LIMBACO CESO V
Division of Misamis Oriental (Region 10)
Cagayan de Oro City, Misamis Oriental

Dear **Dr. Limbaco**:

Mabuhay! As we aim to inspire more teachers in the field to excel, allow us to share with you and your management team current developments and changes in the **Metrobank Foundation Outstanding Filipinos - Search for Outstanding Teachers** category.

The Metrobank Foundation Outstanding Filipinos with three (3) categories, namely: **Search for Outstanding Teachers (SOT), Search for The Outstanding Philippine Soldiers (TOPS) and Search for Country's Outstanding Police Officers in Service (COPS)** - will be recognizing and honoring a total of ten (10) awardees consisting of four (4) teachers, three (3) soldiers and three (3) police officers. Each awardee shall receive an increased cash prize of One Million Pesos (P1,000,000), a trophy and a gold medallion.

Since 1985, the Metrobank Foundation has already recognized 356 teachers from all over the country who are models of integrity and excellence in their respective communities.

In this connection, we would like to solicit your support by encouraging nominations of your best teachers in the Region for the Search for Outstanding Teachers category. Nominees just need to accomplish the NOMINATION FORM ONLINE at our Facebook page: www.facebook.com/mbfi.outstandingfilipinos. Deadline for submission of nomination form and annexes directly to Metrobank Foundation Inc., 4th Floor, Executive Offices, Metrobank Plaza, Sen. Gil Puyat Avenue, Makati City or to the nearest Metrobank Branch is on **March 24, 2017**.

We are enclosing poster(s) and relevant materials on the Search for your reference and kind perusal. For more information and downloadable nomination forms, please visit our Facebook page at www.facebook.com/mbfi.outstandingfilipinos . For further queries, you may contact us through telephone no. (02) 898-8898; telefax nos. 818-5656/750-0837; or e-mail us at outstandingfilipinos.mbfi@gmail.com.

We look forward to your much needed support for the success of the 2017 Metrobank Foundation Outstanding Filipinos - Search for Outstanding Teachers. Thank you and warm regards.

Very truly yours,

jdlabitad

IRENE D. LABITAD
Assistant Executive Director

ABOUT THE SEARCH

The Metrobank Foundation Outstanding Filipinos - Search for Outstanding Teachers category bestows honor upon the teaching profession by according special recognition to teachers who manifest profound commitment to the development of the youth through exemplary competence, effective educational leadership and community impact. It singles out teachers who have made a significant contribution to national development by raising the quality of education through their passionate commitment to teaching, effective and creative teaching strategies, and their admirable efforts towards creating impact and sustainable gains within their community, the school and beyond; thereby providing models of excellence in the teaching profession.

The Metrobank Foundation, Inc. believes that recognizing the outstanding qualities, achievements and contributions of teachers to national development will inspire countless other teachers all over the country to achieve excellence in teaching.

For thirty three years now, the Search is undertaken annually by the Metrobank Foundation in partnership with the Department of Education (DepEd) and the Commission on Higher Education (CHED). It is supported by school heads of public and private elementary, secondary and tertiary institutions in the country.

WHO ARE ELIGIBLE TO JOIN?

Nominees must ...

1. be Filipino citizen teaching in the elementary, secondary or tertiary levels, including graduate school, alternative learning system, with full-time or permanent appointment and with full teaching load.
   Note: Elementary schools are entitled to nominate two nominees, one each for the primary (kinder to grade III) and intermediate (grade IV to grade VI) while high schools and higher education institution are entitled to nominate only one teacher each.
2. have been actively teaching in the Philippines for the last 10 years (inclusive of leaves not exceeding three years, provided the nominee is not on leave, i.e., actually teaching at the time of nomination). Moreover, the nominee must not be on leave for more than two years immediately prior to nomination and must still have at least 3 years of remaining service before retirement.
3. have valid PRC license (for nominees in the elementary and secondary levels only) or have the pertinent license for tertiary courses where a license is required in the exercise of the profession, e.g. Medical Doctors, Lawyers, Engineers, etc.
4. have attained performance ratings of at least Very Satisfactory for the last ten (10) years, with no rating below Satisfactory. For those who have been on official/ study leave or on secondment, performance ratings for ten (10) years closest to the period of nomination should be provided.
5. have at least completed academic requirements for Masters' Degree for both the elementary and secondary competitions.
6. must be a doctorate degree holder for the higher education competition. Research and Professional Doctorate degree holders are eligible to join the Search. Applicants must have completed the terminal degree of their discipline and profession.

The following are also qualified to join, provided they meet specific requirements:

1. Kindergarten teachers, provided that the kindergarten level is part of the integrated curriculum or part of an elementary school system.
2. Deans, vice-deans, directors, chairpersons of departments, subject area coordinators, assistant principals, teacher-librarians, research or extension coordinators, head teachers, teachers-in-charge, guidance counselors, college/university teachers with research or extension assignments, and others carrying similar administrative positions, provided they carry a teaching load within the months of January to September 2017.
3. College/University teachers with a full teaching load/contact hours in the graduate school level during the nomination period.

WHO CAN NOMINATE?

1. Principals, Teacher-in-Charge or Presidents of colleges/universities or Chancellors of autonomous campuses, are authorized to nominate teachers to the Search. In addition, upon invitation from the Search Secretariat, selected individuals and reputable organizations may also nominate a candidate of their choice.
2. Official nominees in the Elementary, Secondary and Higher Education competitions of satellite campuses of private colleges and universities and state universities and colleges (SUCs), which are not autonomous, may be

endorsed by the Campus Directors or Executive Directors, but the Presidents are still the official nominators.

3. For DepEd schools without principals, the Teacher-in-Charge can nominate, but the Principal who is officially designated must endorse the nomination.
4. If the nominee is the Teacher-in-Charge himself/herself, the Principal who is officially designated for the school shall endorse the nomination to the Search Secretariat.

CRITERIA FOR EVALUATION

1. **Personal Qualities and Character**
   - A. Model of morality and integrity both in public and private life
   - B. Good human relations in the school and in the community
2. **Instructional Competence and Teaching Effectiveness**
   - A. Demonstrated competence in teaching, as evidenced by the high performance evaluation & rank obtained as a teacher/instructor/professor in the last 10 years
   - B. Instructional materials produced and used for the improvement of teaching in the last 10 years
   - C. Research outputs in the last 10 years
   - D. Original creative outputs in the last 10 years
   - E. Original, innovative teaching approaches/strategies/practices in the last 10 years
3. **Professional and Community Contribution**
   - A. Leadership in professional organizations related to teaching
   - B. Participation in community and civic movements/advocacies
   - C. Impact and sustainability of professional or community contribution

WHERE TO GET THE NOMINATION FORM?

Joining the Search is easy! Candidates just need to accomplish the NOMINATION FORM ONLINE and submit hard copy and annexes on or before March 24, 2017 to Metrobank Foundation In., 4th Floor, Executive Offices, Sen. Gil Puyat Avenue, Makati City or to the nearest Metrobank branch. This form is now available online thru our Facebook page: www.facebook.com/mbfi.outstandingfilipinos. For areas requiring hardcopy of the nomination form, they are available at the office of Metrobank Foundation, Inc. and the division/ regional offices of the Department of Education (DepEd) and the Commission on Higher Education (CHED). This can also be accessed or downloaded from the MBFI SOT facebook page at www.facebook.com/mbfi.sot. Online submissions are strongly encouraged for faster assessment and feedback.

As this is a new search for METROBANK FOUNDATION OUTSTANDING FILIPINOS, all past regional and national SOT finalists may now join, subject to the eligibility requirements.

PRIZES

Good News! Cash prize for each awardee has been increased to **Php 1,000,000.00.** The awardee will also receive a medal and a trophy, and the school, a plaque of recognition. National Finalists will receive **P50,000.00** cash incentive and a certificate of recognition.

BREAKDOWN OF AWARDS

There will be four (4) awardees. The Metrobank Foundation Outstanding Filipinos Final Board of Judges may elect not to give out all awards if the candidates fall short of the standards set by the Board. The decision of the Board of Judges is final. The Board reserves the right to withdraw any award at any time, when warranted.

IMPORTANT DATES TO REMEMBER

❖ March 24, 2017	**Deadline for submission of Nomination Form with Annexes**
❖ April-May 2017	**Preliminary Judging**
❖ May 19, 2017	**Deadline for submission of Supporting Documents of 2nd Round Qualifiers**
❖ July 2017	**Final Judging**
❖ August 2017	**Announcement of Winners**
❖ September 2017	**Awarding Ceremony**

Metrobank Foundation, Inc.

FOR MORE DETAILS:

Write or call the Metrobank Foundation Office, 4th Floor, Executive Offices, Metrobank Plaza, Sen. Gil Puyat Avenue, Makati City, Philippines 1200, with telephone nos. (02) 898-8898 or 857-8757; telefax no. (02) 818-5656; 750-0837; 945-7006; or e-mail us at outstandingfilipinos.mbfi@gmail.com; or visit: www.mbfoundation.org.ph; www.facebook.com/mbfi; www.facebook.com/mbfi.sot.

Metrobank Foundation
OUTSTANDING FILIPINOS
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Beyond Excellence

NOMINATION FORM

Instructions:

1. Please fill out all information **COMPLETELY**. Use Black ink and print **LEGIBLY** or encode in the computer. Write **N/A** if necessary.
2. Please read and follow instructions carefully.
3. Please ensure to attach the required documents in this form (see last page).
4. Submit original copy of the nomination form through your nearest Metrobank Branch or via courier and addressed to MBFI-OF, Metrobank Foundation, 4/F Executive Offices, Metrobank Plaza, Sen. Gil Puyat Ave., Makati City 1200. *(Please make sure to photocopy the accomplished nomination form and attach this to the supporting documents)*
5. This form can be photocopied/reproduced.

Attach here your latest 2"x2" ID colored photo. It must be front, facial close-up, with your printed name & signature at the back of the photo.

Category Joining in: *(please check one)*

❑ Elementary Primary Levels	❑ High School Level
❑ Elementary Intermediate Levels	❑ Higher Education / Graduate School

I. PERSONAL INFORMATION

Full Name: (Mr./Mrs./Ms./Dr.) _____
(please encircle) First Name Middle Name Last Name Suffix

Home Address: _____
Residence No. Street Subdivision/District/Town/Barangay

_____
City/Municipality Province Zip Code Region

Date of Birth: *(mm/dd/yy)* _____ Age: _____ Place of Birth: _____ Religion: _____ Citizenship: _____

Gender: ❑ M ❑ F Civil Status: ❑ Single ❑ Married ❑ Legally Separated ❑ Others *(pls. specify)* _____

Name of Spouse: _____ No. of Children: _____ Residence Phone No.: *(Area Code + Telephone No.)* _____

Active Email Address: _____ Alternate Email Add: _____ Personal Mobile No.: _____

II. PROFESSIONAL INFORMATION

Date Entered Teaching: _____ Total Years Teaching: *(Consolidated experience)* _____ Remaining Years in Service: *(Before retirement)* _____

Current Rank: _____ Subject Specialization: *(Teaching now)* _____ Grade/Year Level being handled: _____

Current Position/ Designation: _____ School Name: _____

Complete School Mailing Address: _____
No./Street District/Town/Barangay

_____
City/Municipality Province Zip Code Region

Office Phone No.: *(Area Code + Telephone No.)* _____ Office Fax No.: *(Area Code + Telephone No.)* _____ Office Email Address: _____

Your School/Institution's Definition of Full Load: _____
For **Elementary and Secondary:** *indicate no. of hours per week*
For **Higher Education:** indicate *no. of unit loads per term or no. of contact hours per term*

Your actual teaching load for school year 2016-2017: _____

SOT
SEARCH FOR OUTSTANDING TEACHERS

III. EDUCATIONAL BACKGROUND & ADVANCEMENT

(Begin with the most recent)

EDUCATION EARNED (i.e. HS Grad, College Grad, etc)	MAJOR / SPECIALIZATION	NAME & ADDRESS OF SCHOOL	INCLUSIVE YEARS	ACADEMIC DISTINCTIONS
Courses/Degrees Being Pursued	**MAJOR / SPECIALIZATION**	**NAME & ADDRESS OF SCHOOL**	**INCLUSIVE YEARS**	**UNITS EARNED / STATUS**

IV. PERFORMANCE EVALUATION

Write your performance evaluation/rating obtained for the last Ten (10) Years

	SY 2006-2007	SY 2007-2008	SY 2008-2009	SY 2009-2010	SY 2010-2011	SY 2011-2012	SY 2012-2013	SY 2013-2014	SY 2014-2015	SY 2015-2016
Numerical Rating										
Descriptive Equivalent										

V. COMPETITION RECORD

Have you joined the Search for Outstanding Teachers before?

❑ YES ❑ NO

If Yes, in what year/s? _____

Have you been a Finalist of the Search for Outstanding Teachers?

❑ YES ❑ NO

If Yes, in what year/s? _____

VI. CRIMINAL, CIVIL & ADMINISTRATIVE RECORD

Have you been **CHARGED** with any of the following offenses at <u>any time before you joined and/or during active in service</u>?

❑ Administrative ❑ Civil ❑ Criminal

____ YES ____ NO

Status: ❑ Case Dismissed ❑ Pending

Have you been **CONVICTED** of any of the following offenses at <u>any time before you joined and/or during active in service</u>?

❑ Administrative ❑ Civil ❑ Criminal

____ YES ____ NO

Status: ❑ Case Dismissed ❑ Pending

For nominees who have been CHARGED or CONVICTED with criminal, civil, or administrative offense, please submit a short report which include the following: (Please submit a report even if the case has been dismissed or amicably settled) [<u>ANNEX H</u>]

a) a. Case number and nature of charge (libel, estafa, physical abuse, etc.)
b) b. Date the charge was filed
c) c. Where the charge was filed (City / Municipal / Regional Trial Court)
d) d. Circumstances surrounding the complaint
e) e. Status/Final Resolution (pending / on-going, amicably settled, dismissed, etc.)

VII. NOMINATOR'S CERTIFICATION

This is to certify that I voluntarily nominate _____ to the **2017 Metrobank Foundation**
(name of nominee)
Outstanding Filipinos [Search for Outstanding Teachers (SOT)]. This nomination is a tribute to his/her track record of excellence in the teaching profession and to his/her exemplary dedication to the call to help shape the future of our youth and ultimately contribute to national development..

Signed this day of _____ at _____
Date(mm/dd/yy) Place

_____
Printed Name and Signature of Nominator

Designation: _____ Affiliation: _____

Complete Organization's Address: _____
Name of Building / No. Street District/Town/Barangay

City/Municipality Province Zip Code Region

Office Phone No.: *(Area Code + Telephone No.)* _____ Personal Mobile No. _____ Personal Email Address: _____

VIII. NOMINEE'S CERTIFICATION

This is to certify that I voluntarily submit myself to the rules of the Metrobank Foundation Outstanding Filipinos [Search for Outstanding Teachers (SOT)]. **I agree to provide the supporting documents should I qualify for the next phase of the Search or if I am requested by any of the authorized representatives of the organizers of the Search.**

I also certify that I am physically and mentally fit to undergo the evaluation process of the Search. Further, I authorize the organizers of the Search or their designated agent/s to validate the information, records, documents that I shall submit in relation to the nomination. In this regard, I hereby exempt, discharge, release and free Metrobank, the Metrobank Foundation, Inc., their respective directors/trustees, officers, employees, members and staff, affiliates and/or subsidiaries, and the judges of the Search, from any claim or liability arising from my participation in the Search.

I hereby certify to the best of my knowledge and belief that all the information contained in this form is true and correct. I am aware that any willful misrepresentation or misdeclaration of facts or any untruthful statement or information stated herein shall be used as basis for my disqualification or the withdrawal of any award slot.

I hereby commit that should I win in the Search, I will continue to practice my teaching profession in the Philippines for at least three (3) years.

Signed this day of _____ at _____
Date(mm/dd/yy) Place

_____
Printed Name and Signature of Nominee

IX. CHARACTER REFERENCES

Please list down three (3) names of references that are not directly related to the nominee.

NAME	POSITION/ORGANIZATION	ADDRESS	MOBILE NUMBER	EMAIL ADDRESS
1.				
2.				
3.				

X. IMPORTANT REMINDERS

Please read carefully and comply on the needed documents if necessary.

DATES TO REMEMBER

❖ March 24, 2017	Deadline for Submission of Nomination Form (OF-SOT Form No. 1)
❖ May 10, 2017	Deadline for Submission of Supporting Documents of Eligible Nominees
❖ May – June 2017	Preliminary Judging
❖ July 2017	Final Judging
❖ August 2017	Announcement of Winners
❖ September 2017	Awarding Ceremony

IMPORTANT ATTACHMENTS *(please label properly)*

ANNEX A. RECOMMENDATION (to be filled out and signed by the nominator)
On a separate sheet, please explain why the nominee should receive the Metrobank Foundation Outstanding Filipinos-Search for Outstanding Teachers Award. Please touch on the following areas: personal character, instructional competence and teaching effectiveness, and professional and community involvement. Please cite specific examples.

ANNEX B. SUMMARY OF ACCOMPLISHMENTS
A separate file with a listing of your accomplishments which can be downloaded from the MBFI SOT Facebook: https://www.facebook.com/mbfi.sot/ or website: https://drive.google.com/file/d/0B748XuFuzHVGTVBGUjBtSE0tT1k/view?usp=sharing or you may email us at outstandingfilipinos.mbfi@gmail.com for a copy of the template.

ANNEX C. AFFIDAVIT OF UNDERTAKING (*Notarized*)
A sample file of the AFFIDAVIT can be downloaded from the MBFI SOT Facebook: https://www.facebook.com/mbfi.sot/ or website: https://drive.google.com/open?id=0B748XuFuzHVGcF9MRjM2ZjA0dnQ3a0VtZG9zbkNYQnJzd3Iw or you may email us at outstandingfilipinos.mbfi@gmail.com for a copy of the sample.

ANNEX D. DAILY / WEEKLY TEACHING SCHEDULE (to be certified by the registrar / school officials concerned)
Submit a certified true copy of the daily / weekly teaching schedule / program for the current school year including the administrative duties and other assignments being handled by the nominee, if any. Indicate also the level of each subject being taught (e.g. Grade 6, 4th year, undergraduate, or graduate) and the total no. of hours or units per subject. Indicate your school's definition of full load.

- For Elementary and Secondary: The Teacher's Program should indicate the total number of HOURS per week.
- For Higher Education: Please submit the teaching schedules for the current school year, which should indicate the total number of UNITS/CONTACT HOURS per term. For those who are not able to teach in the 1st term of the current school year, please submit also the teaching schedule during summer of the previous school year. Submit also a certification summarizing the total no. of unit loads/contact hours for the whole academic year. This includes semestral, trimestral and summer of the previous school year.

ANNEX E. PERFORMANCE EVALUATION RATINGS (to be certified by the registrar / school officials concerned)
Submit only a one-page certification of the summary of performance evaluation/ratings obtained for the last ten (10) years, excluding the current school year. Please indicate both the numerical and the descriptive equivalent of the rating scale being used. For example, a rating of 85% means "Very Satisfactory" or (VS). For those on leave for a specific period, please obtain certification from head of school that nominee has been on study / official leave. Provide ratings of previous year/s to complete the 10 years requirement.

ANNEX F. CERTIFICATION OF AWARD/S RECEIVED (to be certified by award-giving body / school head)
Submit a certification of award/s for teachers received by the nominee at the regional/national/ international levels.

ANNEX G. PROFESSIONAL LICENSE (to be certified by the school head)
Submit a certified true copy of PRC I.D. or license as equivalent or relevant to your discipline.

ANNEX H. CASE DETAILS (failure to submit is a ground for disqualification)

FAILURE TO SUBMIT WITH THE ATTACHMENTS MAY BE A GROUND FOR DISQUALIFICATION

FOR FURTHER INQUIRIES	
WRITE US:	Metrobank Foundation Outstanding Filipinos Secretariat, 4th Floor, Metrobank Plaza, Sen. Gil Puyat Ave., Makati City, Philippines 1200
EMAIL US:	outstandingfilipinos.mbfi@gmail.com; mbfi.sot@gmail.com
CALL US:	(02) 898-8757; (0922) 803-3948; (0956) 873-4684

Metrobank Foundation
OUTSTANDING FILIPINOS
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Beyond Excellence

OF – SOT Form No. 01

NOMINATION FORM

Instructions:

1. Please fill out all information **COMPLETELY**. Use Black ink and print **LEGIBLY** or encode in the computer. Write **N/A** if necessary.
2. Please read and follow instructions carefully.
3. Please ensure to attach the required documents in this form (see last page).
4. Submit original copy of the nomination form through your nearest Metrobank Branch or via courier and addressed to MBFI-OF, Metrobank Foundation, 4/F Executive Offices, Metrobank Plaza, Sen. Gil Puyat Ave., Makati City 1200. *(Please make sure to photocopy the accomplished nomination form and attach this to the supporting documents)*
5. This form can be photocopied/reproduced.

Attach here your latest 2"x2" ID colored photo. It must be front, facial close-up, with your printed name & signature at the back of the photo.

Category Joining in: *(please check one)*

❑ Elementary Primary Levels	❑ High School Level
❑ Elementary Intermediate Levels	❑ Higher Education / Graduate School

I. PERSONAL INFORMATION

Full Name: (Mr./Mrs./Ms./Dr.) _____
(please encircle) First Name Middle Name Last Name Suffix

Home Address: _____
Residence No. Street Subdivision/District/Town/Barangay

_____
City/Municipality Province Zip Code Region

Date of Birth: *(mm/dd/yy)* _____ Age: _____ Place of Birth: _____ Religion: _____ Citizenship: _____

Gender: ❑ M ❑ F Civil Status: ❑ Single ❑ Married ❑ Legally Separated ❑ Others *(pls. specify)* _____

Name of Spouse: _____ No. of Children: _____ Residence Phone No.: *(Area Code + Telephone No.)* _____

Active Email Address: _____ Alternate Email Add: _____ Personal Mobile No.: _____

II. PROFESSIONAL INFORMATION

Date Entered Teaching: _____ Total Years Teaching: *(Consolidated experience)* _____ Remaining Years in Service: *(Before retirement)* _____

Current Rank: _____ Subject Specialization: *(Teaching now)* _____ Grade/Year Level being handled: _____

Current Position/ Designation: _____ School Name: _____

Complete School Mailing Address: _____
No./Street District/Town/Barangay

_____
City/Municipality Province Zip Code Region

Office Phone No.: *(Area Code + Telephone No.)* _____ Office Fax No.: *(Area Code + Telephone No.)* _____ Office Email Address: _____

Your School/Institution's Definition of Full Load: _____
For **Elementary and Secondary:** *indicate no. of hours per week*
For **Higher Education:** indicate *no. of unit loads per term or no. of contact hours per term*

Your actual teaching load for school year 2016-2017: _____

SOT
SEARCH FOR OUTSTANDING TEACHERS

III. EDUCATIONAL BACKGROUND & ADVANCEMENT

(Begin with the most recent)

EDUCATION EARNED (i.e. HS Grad, College Grad, etc)	MAJOR / SPECIALIZATION	NAME & ADDRESS OF SCHOOL	INCLUSIVE YEARS	ACADEMIC DISTINCTIONS

Courses/Degrees Being Pursued	MAJOR / SPECIALIZATION	NAME & ADDRESS OF SCHOOL	INCLUSIVE YEARS	UNITS EARNED / STATUS

IV. PERFORMANCE EVALUATION

Write your performance evaluation/rating obtained for the last Ten (10) Years

	SY 2006-2007	SY 2007-2008	SY 2008-2009	SY 2009-2010	SY 2010-2011	SY 2011-2012	SY 2012-2013	SY 2013-2014	SY 2014-2015	SY 2015-2016
Numerical Rating										
Descriptive Equivalent										

V. COMPETITION RECORD

Have you joined the Search for Outstanding Teachers before?

❑ YES ❑ NO

If Yes, in what year/s? _____

Have you been a Finalist of the Search for Outstanding Teachers?

❑ YES ❑ NO

If Yes, in what year/s? _____

VI. CRIMINAL, CIVIL & ADMINISTRATIVE RECORD

Have you been **CHARGED** with any of the following offenses at <u>any time before you joined and/or during active in service</u>?

❑ Administrative ❑ Civil ❑ Criminal

____ YES ____ NO

Status: ❑ Case Dismissed ❑ Pending

Have you been **CONVICTED** of any of the following offenses at <u>any time before you joined and/or during active in service</u>?

❑ Administrative ❑ Civil ❑ Criminal

____ YES ____ NO

Status: ❑ Case Dismissed ❑ Pending

For nominees who have been CHARGED or CONVICTED with criminal, civil, or administrative offense, please submit a short report which include the following: (Please submit a report even if the case has been dismissed or amicably settled) [<u>ANNEX H</u>]

a) a. Case number and nature of charge (libel, estafa, physical abuse, etc.)
b) b. Date the charge was filed
c) c. Where the charge was filed (City / Municipal / Regional Trial Court)
d) d. Circumstances surrounding the complaint
e) e. Status/Final Resolution (pending / on-going, amicably settled, dismissed, etc.)

VII. NOMINATOR'S CERTIFICATION

This is to certify that I voluntarily nominate _____ to the **2017 Metrobank Foundation**
(name of nominee)
Outstanding Filipinos [Search for Outstanding Teachers (SOT)]. This nomination is a tribute to his/her track record of excellence in the teaching profession and to his/her exemplary dedication to the call to help shape the future of our youth and ultimately contribute to national development..

Signed this day of _____ at _____
Date(mm/dd/yy) Place

_____
Printed Name and Signature of Nominator

Designation: _____ Affiliation: _____

Complete Organization's Address: _____
Name of Building / No. Street District/Town/Barangay

City/Municipality Province Zip Code Region

Office Phone No.: _____ Personal Mobile No. _____ Personal Email Address: _____
(Area Code + Telephone No.)

VIII. NOMINEE'S CERTIFICATION

This is to certify that I voluntarily submit myself to the rules of the Metrobank Foundation Outstanding Filipinos [Search for Outstanding Teachers (SOT)]. **I agree to provide the supporting documents should I qualify for the next phase of the Search or if I am requested by any of the authorized representatives of the organizers of the Search.**

I also certify that I am physically and mentally fit to undergo the evaluation process of the Search. Further, I authorize the organizers of the Search or their designated agent/s to validate the information, records, documents that I shall submit in relation to the nomination. In this regard, I hereby exempt, discharge, release and free Metrobank, the Metrobank Foundation, Inc., their respective directors/trustees, officers, employees, members and staff, affiliates and/or subsidiaries, and the judges of the Search, from any claim or liability arising from my participation in the Search.

I hereby certify to the best of my knowledge and belief that all the information contained in this form is true and correct. I am aware that any willful misrepresentation or misdeclaration of facts or any untruthful statement or information stated herein shall be used as basis for my disqualification or the withdrawal of any award slot.

I hereby commit that should I win in the Search, I will continue to practice my teaching profession in the Philippines for at least three (3) years.

Signed this day of _____ at _____
Date(mm/dd/yy) Place

_____
Printed Name and Signature of Nominee

IX. CHARACTER REFERENCES

Please list down three (3) names of references that are not directly related to the nominee.

NAME	POSITION/ORGANIZATION	ADDRESS	MOBILE NUMBER	EMAIL ADDRESS
1.				
2.				
3.				

X. IMPORTANT REMINDERS

Please read carefully and comply on the needed documents if necessary.

DATES TO REMEMBER

❖ March 24, 2017	Deadline for Submission of Nomination Form (OF-SOT Form No. 1)
❖ May 10, 2017	Deadline for Submission of Supporting Documents of Eligible Nominees
❖ May – June 2017	Preliminary Judging
❖ July 2017	Final Judging
❖ August 2017	Announcement of Winners
❖ September 2017	Awarding Ceremony

IMPORTANT ATTACHMENTS *(please label properly)*

ANNEX A. RECOMMENDATION (to be filled out and signed by the nominator)
On a separate sheet, please explain why the nominee should receive the Metrobank Foundation Outstanding Filipinos-Search for Outstanding Teachers Award. Please touch on the following areas: personal character, instructional competence and teaching effectiveness, and professional and community involvement. Please cite specific examples.

ANNEX B. SUMMARY OF ACCOMPLISHMENTS
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ANNEX H. CASE DETAILS (failure to submit is a ground for disqualification)

FAILURE TO SUBMIT WITH THE ATTACHMENTS MAY BE A GROUND FOR DISQUALIFICATION

FOR FURTHER INQUIRIES	
WRITE US:	Metrobank Foundation Outstanding Filipinos Secretariat, 4th Floor, Metrobank Plaza, Sen. Gil Puyat Ave., Makati City, Philippines 1200
EMAIL US:	outstandingfilipinos.mbfi@gmail.com; mbfi.sot@gmail.com
CALL US:	(02) 898-8757; (0922) 803-3948; (0956) 873-4684

NOMINATION FORM

Instructions:

1. Please fill out all information **COMPLETELY**. Use Black ink and print **LEGIBLY** or encode in the computer. Write **N/A** if necessary.
2. Please read and follow instructions carefully.
3. Please ensure to attach the required documents in this form (see last page).
4. Submit original copy of the nomination form through your nearest Metrobank Branch or via courier and addressed to MBFI-OF, Metrobank Foundation, 4/F Executive Offices, Metrobank Plaza, Sen. Gil Puyat Ave., Makati City 1200. *(Please make sure to photocopy the accomplished nomination form and attach this to the supporting documents)*
5. This form can be photocopied/reproduced.

Attach here your latest 2"x2" ID colored photo. It must be front, facial close-up, with your printed name & signature at the back of the photo.

Category Joining in: *(please check one)*

❑ Elementary Primary Levels	❑ High School Level
❑ Elementary Intermediate Levels	❑ Higher Education / Graduate School

I. PERSONAL INFORMATION

Full Name: (Mr./Mrs./Ms./Dr.) _____
(please encircle) First Name Middle Name Last Name Suffix

Home Address: _____
Residence No. Street Subdivision/District/Town/Barangay

_____
City/Municipality Province Zip Code Region

Date of Birth: *(mm/dd/yy)* _____ Age: _____ Place of Birth: _____ Religion: _____ Citizenship: _____

Gender: ❑ M ❑ F Civil Status: ❑ Single ❑ Married ❑ Legally Separated ❑ Others *(pls. specify)* _____

Name of Spouse: _____ No. of Children: _____ Residence Phone No.: *(Area Code + Telephone No.)* _____

Active Email Address: _____ Alternate Email Add: _____ Personal Mobile No.: _____

II. PROFESSIONAL INFORMATION

Date Entered Teaching: _____ Total Years Teaching: *(Consolidated experience)* _____ Remaining Years in Service: *(Before retirement)* _____

Current Rank: _____ Subject Specialization: *(Teaching now)* _____ Grade/Year Level being handled: _____

Current Position/ Designation: _____ School Name: _____

Complete School Mailing Address: _____
No./Street District/Town/Barangay

_____
City/Municipality Province Zip Code Region

Office Phone No.: *(Area Code + Telephone No.)* _____ Office Fax No.: *(Area Code + Telephone No.)* _____ Office Email Address: _____

Your School/Institution's Definition of Full Load: _____
For **Elementary and Secondary:** *indicate no. of hours per week*
For **Higher Education:** indicate *no. of unit loads per term or no. of contact hours per term*

Your actual teaching load for school year 2016-2017: _____

SOT
SEARCH FOR OUTSTANDING TEACHERS

III. EDUCATIONAL BACKGROUND & ADVANCEMENT

(Begin with the most recent)

EDUCATION EARNED (i.e. HS Grad, College Grad, etc)	MAJOR / SPECIALIZATION	NAME & ADDRESS OF SCHOOL	INCLUSIVE YEARS	ACADEMIC DISTINCTIONS
Courses/Degrees Being Pursued	**MAJOR / SPECIALIZATION**	**NAME & ADDRESS OF SCHOOL**	**INCLUSIVE YEARS**	**UNITS EARNED / STATUS**

IV. PERFORMANCE EVALUATION

Write your performance evaluation/rating obtained for the last Ten (10) Years

	SY 2006-2007	SY 2007-2008	SY 2008-2009	SY 2009-2010	SY 2010-2011	SY 2011-2012	SY 2012-2013	SY 2013-2014	SY 2014-2015	SY 2015-2016
Numerical Rating										
Descriptive Equivalent										

V. COMPETITION RECORD

Have you joined the Search for Outstanding Teachers before?

❑ YES ❑ NO

If Yes, in what year/s? _____

Have you been a Finalist of the Search for Outstanding Teachers?

❑ YES ❑ NO

If Yes, in what year/s? _____

VI. CRIMINAL, CIVIL & ADMINISTRATIVE RECORD

Have you been **CHARGED** with any of the following offenses at <u>any time before you joined and/or during active in service</u>?

❑ Administrative ❑ Civil ❑ Criminal

____ YES ____ NO

Status: ❑ Case Dismissed ❑ Pending

Have you been **CONVICTED** of any of the following offenses at <u>any time before you joined and/or during active in service</u>?

❑ Administrative ❑ Civil ❑ Criminal

____ YES ____ NO

Status: ❑ Case Dismissed ❑ Pending

For nominees who have been CHARGED or CONVICTED with criminal, civil, or administrative offense, please submit a short report which include the following: (Please submit a report even if the case has been dismissed or amicably settled) [<u>ANNEX H</u>]

a) a. Case number and nature of charge (libel, estafa, physical abuse, etc.)
b) b. Date the charge was filed
c) c. Where the charge was filed (City / Municipal / Regional Trial Court)
d) d. Circumstances surrounding the complaint
e) e. Status/Final Resolution (pending / on-going, amicably settled, dismissed, etc.)

VII. NOMINATOR'S CERTIFICATION

This is to certify that I voluntarily nominate _____ to the **2017 Metrobank Foundation**
(name of nominee)
Outstanding Filipinos [Search for Outstanding Teachers (SOT)]. This nomination is a tribute to his/her track record of excellence in the teaching profession and to his/her exemplary dedication to the call to help shape the future of our youth and ultimately contribute to national development..

Signed this day of _____ at _____
Date(mm/dd/yy) Place

_____
Printed Name and Signature of Nominator

Designation: _____ Affiliation: _____

Complete Organization's Address: _____
Name of Building / No. Street District/Town/Barangay

City/Municipality Province Zip Code Region

Office Phone No.: *(Area Code + Telephone No.)* _____ Personal Mobile No. _____ Personal Email Address: _____

VIII. NOMINEE'S CERTIFICATION

This is to certify that I voluntarily submit myself to the rules of the Metrobank Foundation Outstanding Filipinos [Search for Outstanding Teachers (SOT)]. **I agree to provide the supporting documents should I qualify for the next phase of the Search or if I am requested by any of the authorized representatives of the organizers of the Search.**

I also certify that I am physically and mentally fit to undergo the evaluation process of the Search. Further, I authorize the organizers of the Search or their designated agent/s to validate the information, records, documents that I shall submit in relation to the nomination. In this regard, I hereby exempt, discharge, release and free Metrobank, the Metrobank Foundation, Inc., their respective directors/trustees, officers, employees, members and staff, affiliates and/or subsidiaries, and the judges of the Search, from any claim or liability arising from my participation in the Search.

I hereby certify to the best of my knowledge and belief that all the information contained in this form is true and correct. I am aware that any willful misrepresentation or misdeclaration of facts or any untruthful statement or information stated herein shall be used as basis for my disqualification or the withdrawal of any award slot.

I hereby commit that should I win in the Search, I will continue to practice my teaching profession in the Philippines for at least three (3) years.

Signed this day of _____ at _____
Date(mm/dd/yy) Place

_____
Printed Name and Signature of Nominee

IX. CHARACTER REFERENCES

Please list down three (3) names of references that are not directly related to the nominee.

NAME	POSITION/ORGANIZATION	ADDRESS	MOBILE NUMBER	EMAIL ADDRESS
1.				
2.				
3.				

X. IMPORTANT REMINDERS

Please read carefully and comply on the needed documents if necessary.

DATES TO REMEMBER

❖ March 24, 2017	Deadline for Submission of Nomination Form (OF-SOT Form No. 1)
❖ May 10, 2017	Deadline for Submission of Supporting Documents of Eligible Nominees
❖ May – June 2017	Preliminary Judging
❖ July 2017	Final Judging
❖ August 2017	Announcement of Winners
❖ September 2017	Awarding Ceremony

IMPORTANT ATTACHMENTS *(please label properly)*

ANNEX A. RECOMMENDATION (to be filled out and signed by the nominator)
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