



Republic of the Philippines  
**Department of Education**

REGION I  
**SCHOOLS DIVISION OFFICE OF PANGASINAN II**  
 Canarvacanan, Binalonan, Pangasinan

Office of the Schools Division Superintendent

September 3, 2024

**DIVISION MEMORANDUM**

No. 400 s. 2024

TO: **PUBLIC SCHOOLS DISTRICT SUPERVISORS  
 HEADS OF ELEMENTARY SCHOOLS**

FROM: **VIVIAN LUZ S. PAGATPATAN, PhD, CESO VI**  
 OIC, Schools Division Superintendent

SUBJECT: **SCHEDULE OF EVALUATION OF THE "OH-GULAY" AND OTHER  
 EPP/TLE/TVL PROGRAMS/PROJECTS S.Y. 2024-2025**

**PARTICULARS**

- As a **Special Program of the EPP/TLE** which is incorporated in the **Division Education Development Plan (DEDP) of SDO Pangasinan II**, the **"OH-GULAY" (Organikong Halamanan at Gulayan upang Linangin ang Wastong Asal na Yaman)** is being implemented by all schools this SY 2024-2025.
- To see the enthusiasm and support of schools to the project, this Office shall evaluate their performance in implementing the project through the School Heads/Department Heads in TLE/TVE who will be assigned by the EPS-in-Charge of the project on the following dates:

FIRST ROUND	SECOND ROUND
Elementary – October 24-25, 2024	Elementary – January 23-24, 2025
Secondary – November 7-8, 2024	Secondary – February 6-7, 2025

- Simultaneous with the evaluation of the **"OH-GULAY"**, the following shall also be evaluated:
  - School Canteen
  - Mini-Forest Park
  - TVL Laboratory (H.E/ICT)
- As has been already institutionalized in all municipalities, **Cash Incentives will be awarded to outstanding implementers of the "OH-GULAY"** by municipal LGU's at the end of school year based on the result of the evaluation. Likewise, they will be awarded Certificates of Recognition by the Division Office. Outstanding implementers in School Canteen, Mini-Forest Park, and TVL laboratory in H.E and ICT will also be given Certificate of Recognition.



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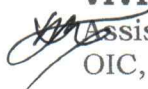


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5. All districts/schools may conduct pre-evaluation of the EPP/TLE programs and projects before the Division Evaluation.
6. All schools that will garner a **Rating of 80 points and above** in all the EPP/TLE projects/programs shall be declared **Outstanding Implementers**.
7. To orient the evaluators, there will be a **Conference of all evaluators on October 17, 2024 at 8:00 am at CB Mall Event Center, Urdaneta City**
8. Attached are the Criteria for the evaluation in each program/project.
9. Please be guided accordingly.

  
**VIVIAN LUZ S. PAGATPATAN, PhD, CESO VI**

  
Assistant Schools Division Superintendent  
OIC, Office of the Schools Division Superintendent

APPROVED FOR TRANSMISSION:

  
**ARVIN R. PURISIMA**  
ADMINISTRATIVE OFFICER V



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**CRITERIA FOR EVALUATION**

<b>A. OH-GULAY</b>	
<b>CRITERIA</b>	<b>SCORE</b>
a. Health and Vigor of Plants	<b>20 points</b>
b. Presence of Organic Plots <b>(BIG Plots)</b>	<b>25 points</b>
c. Quantity and Variety of Plants	<b>10 points</b>
d. Presence of Vermi-Composting	<b>15 points</b>
e. Availability of Natural Composting	<b>10 points</b>
f. Size of Vegetable Garden	<b>10 points</b>
g. Layout of the Garden	<b>5 points</b>
h. Presence of Plant/Fruit Concoction	<b>5 points</b>
	<b>TOTAL 100 POINTS</b>
- <b>Plus Factor (Presence of Aqua-Culture)</b>	<b>10 points</b>

<b>B. SCHOOL CANTEEN</b>	
<b>CRITERIA</b>	<b>SCORE</b>
a. Availability of Records	
• Monthly Income Report	<b>3 points</b>
• Inventory of Tools/Equipment	<b>2 points</b>
b. Separate Cooking Area/Working Area	<b>10 points</b>
c. Storage Area	<b>5 points</b>
d. Appropriate tables/chairs	<b>5 points</b>
e. Glass Display Cabinets	<b>10 points</b>
f. Lavatory	<b>5 points</b>
g. Water System	<b>5 points</b>
h. Aesthetic View	<b>10 points</b>
i. Adequacy of tools/equipment	<b>5 points</b>
j. Orderliness/Cleanliness	<b>5 points</b>
k. Appropriate Outfit of the Canteen Servers/Aides	<b>5 points</b>
l. Comfort Room	<b>5 points</b>
m. Vegetable garden within the near Vicinity of the Canteen being taken care of by the Canteen Teachers	<b>10 points</b>
n. Conduciveness of the Canteen	<b>15 points</b>
	<b>TOTAL 100 POINTS</b>



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<b>C. MINI-FOREST PARK</b>	
<b>CRITERIA</b>	<b>SCORE</b>
a. Landscape/Site Development	<b>30 points</b>
b. Reading/Study Sheds with Seats	<b>30 points</b>
c. Accessibility at all times	<b>20 points</b>
d. Aesthetic Amenities	<b>10 points</b>
e. Cleanliness/Orderliness	<b>5 points</b>
f. Use of Park for Reading/Study Activities of Learners	<b>5 points</b>
<b>TOTAL</b>	<b>100 POINTS</b>

<b>D. TVL-HE LABORATORY</b>	
<b>CRITERIA</b>	<b>SCORE</b>
a. Proper Upkeep of Tools/Equipment	<b>20 points</b>
b. Adequacy of Tools/Equipment	<b>30 points</b>
c. Interior Arrangement of the Laboratory	<b>10 points</b>
d. Conduciveness of the Laboratory	<b>20 points</b>
e. Inventory of Tools/Equipment	<b>5 points</b>
f. Cleanliness/Orderliness	<b>5 points</b>
g. Aesthetic View	<b>10 points</b>
<b>TOTAL</b>	<b>100 POINTS</b>

<b>E. TVL-ICT LABORATORY</b>	
<b>CRITERIA</b>	<b>SCORE</b>
a. Proper Upkeep of Tools/Equipment	<b>20 points</b>
b. Adequacy of Computer Units	<b>30 points</b>
c. Interior Arrangement of the Laboratory	<b>10 points</b>
d. Conduciveness of the Laboratory	<b>20 points</b>
e. Inventory of Tools/Equipment	<b>5 points</b>
f. Cleanliness/Orderliness	<b>5 points</b>
g. Aesthetic View	<b>10 points</b>
<b>TOTAL</b>	<b>100 POINTS</b>



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**OH-GULAY EVALUATING TEAMS**  
(Division Level)

**ELEMENTARY**

<b>NAME</b>	<b>POSITION</b>	<b>DISTRICT</b>
Darmer Hilda Aquino – Team Leader	Principal II	San Nicolas I
Nelda Pira	Principal III	Manaoag II
Ariel Tugare	Asst. Principal II	Sta. Maria District
Gina Sevidal	Principal IV	Sison
Julius Pira	Principal II	Manaoag II
Alfredo Bajit	Principal III	Villasis II
Myrndyn Cabiso	Principal II	Alcala
Lilybeth Nicolas	Principal IV	Balungao

**SECONDARY**

<b>NAME</b>	<b>POSITION</b>	<b>DISTRICT</b>
Martin Antonio, Jr. – Team Leader	Head Teacher III	Juan G. Macaraeg NHS
Ricardo Ocumen	Head Teacher I	Sison IS
Perlita Reyes	Head Teacher VI	Mangaldan NHS
Venus Magbanua	Head Teacher III	Balungao NHS
Lolita Perez	Head Teacher III	Lobong NHS
Gina Aquino	Head Teacher VI	Mangaldan NHS
Florence Soriano	Head Teacher III	La Paz NHS
Elenita Martinez	Head Teacher III	San Isidro NHS