

DIVISION MEMORANDUM

No. 13 s. 2017

TO: ALL PSDSs, ELEMENTARY AND SECONDARY SCHOOL HEADS
This Division

FROM: JACQUELINE C. LUNAG
SGOD-Chief

DATE: January 9, 2017

SUBJECT: 2017 NATIONAL SEARCH FOR SUSTAINABLE & ECO-FRIENDLY SCHOOLS

1. The Department of Environment and Natural resources (DENR), through the Environment Management Bureau (EMB), in cooperation with the Department of Education (DepEd) and other government and private sector partners, will conduct the **2017 NATIONAL SEARCH FOR SUSTAINABLE & ECO-FRIENDLY SCHOOLS**, in response to Republic Act No. 9512 also known as the *National Environmental Awareness and Education Act of 2008*, and the ASEAN Environmental Education Action Plan for Sustainable Development for 2014-2018.
2. The search aims to:
 - a. encourage schools to become more actively involved in environmental issues at a practical and local level; and
 - b. develop skills and understanding among the students, faculty and school administrators in initiating active responses and increasing community awareness and participation in environmental concerns.
3. Enclosed are the entry form, rationale and criteria of the search, among other documents.
4. Entries for the elementary and secondary schools categories shall be submitted directly to the schools division office (SGODivision-Novelyn N. Ag-agiw).
5. All entries are required to log-in and fill-out an application form at www.sustainableschools.ph. All items in the application form should be filled-out completely. Only those registered online will be considered as official entries. Deadline for submission of entries in the division is on or before **APRIL 12, 2017**.
6. All winning entries for each category, together with the selected entries, will be displayed during the national awarding ceremonies to be held on November 15, 2017 during the celebration of National Environmental Awareness Month. Entries who will not be selected for the higher level will be given certificates as Division finalist.
7. For information, guidance, and proper action.

(Enclosure to DepEd Memorandum No. 195, s. 2016)
2017 NATIONAL SEARCH FOR SUSTAINABLE AND ECO-FRIENDLY SCHOOL
(A Recognition Awards for Sustainable and Eco-Friendly Schools)

ENTRY FORM

Name of school: _____
Address: _____
Region: _____ Category: _____
Contact person/s: _____
Contact Numbers: _____
E-mail Address: _____

I. Brief Description of the Environmental Projects or programs of the school (not to exceed 200 words)

II. Please check for appropriateness. Please attached corresponding documents/evidence to the items checked. These documents can be photos, or text or videos.

1. Clear Articulation and integration of social, ethical and environmental responsibility in the institution's vision, mission and governance (10 points).

_____ The vision/mission statement of the school incorporates sustainability thrust (4pts)

_____ The policy of the school is communicated to constituents in the school (students, academic and non-academic staff and parent-teachers association (3pts)

_____ A person or a committee to implement environmental programs and projects for the school. (Memorandum or order) (3pts)

2. Environmental Dimensions of School Operations (40 points)

_____ Waste management program (e.g. waste segregation, recycling, composting, presence of Materials Recovery facility/System, sale of crafts, compost and other forms of waste recycling, etc.) (6pts)

_____ Paper conservation program (e.g efficient consumption of paper, presence of paper conservation trays, etc.) (6pts)

_____ Energy efficiency and conservation program (e.g. replacement of incandescent lamp with compact fluorescent lamps, turning off of machine when not in use, etc.) (6pts)

_____ Water conservation program (e.g. repair of leaking faucets, signages, etc.) (6pts)

_____ Pollution prevention program (e.g. air and water pollution prevention program, ban on entry of smoke-belching vehicles in the campus, presence of signages, etc.) (6pts)

- _____ Greening program (presence of plants, trees, mini-gardens, organic garden, etc.) (6pts)
 - _____ Environmental awards received (from 2011-present) (2pts).
 - _____ other environmental programs and natural resources management programs not mentioned above (e.g. biodiversity conservation program, climate change adaptation and mitigation program, disaster risk reduction and management program, etc.) (2pts)
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3. Environment-related Features of the School Curriculum (20 points)

- _____ Integration of environmental themes into the curriculum (7 pts)
- _____ Presence of in-service environmental training for faculty members (7 pts)
- _____ Presence of environmental support instructional materials for use by teachers and students (6 pts)

4. Presence of Vibrant Eco-Organizations in Campus (10 points)

- _____ Presence of a functioning eco-club among the students with at least one eco project per school year over the past 2 years (2pts)
- _____ Presence of a support eco club or committee among the parents, teachers and other non-student sector in campus (2pts)
- _____ Allocation of financial and logistical support by the school to the student eco-club (3pts)
- _____ The campus as a "living laboratory"- student involvement in environmental learning to transform to a learning environment (4pts)

5. Presence of Partners and Linkages in Environment Programs/Projects (9 pts)

- _____ Linkages with Local Agencies (e.g. DENR or other agencies, LGUs, etc. (3pts)
- _____ Linkages with international Agencies (e. g. UN Environment Programme, UN Development Programme, UNESCO) (3pts)
- _____ Outreach and service to wider community, including partnerships with non-government organizations and industries (3pts)

6. Socio-Cultural Sustainability (6 pts)

- _____ The prevailing values of the school and the curriculum is sensitive to issues of gender equity (1pt)

*presence of GAD Office or GAD Focal point

*Language used in teaching/lesson plans/ books (high School only)

- _____ Students are given opportunities and skills to participate constructively in helping to solve local community problems (1pt)

*Existing Student Organization/School Clubs

- _____ The prevailing values of the school and the curriculum adequately prepares students for life as citizens of a multi-cultural society and global community

(1pt)

_____ The special needs of all students, especially those with physical or learning disabilities are catered for (1pt)

*SPED Programs

*Inclusive Education

*Presence of accessibility structures for PWDs/PDAs or children with special needs

_____ All staff are skilled in conflict resolution strategies as a support for positive student behavior (1pt)

*Guidance counselor with record of counseling cases

*Presence of Program for conflict resolution

*Grievance Committee

*Implementation of DepEd Child Protection Policy

_____ The student plays an active role in building support for cultural diversity both within the school and its wider community (1pt)

*Presence of programs for Indigenous People/Muslims/etc.

7. Economic Sustainability (5pts)

_____ A spirit of cooperation and sharing- not competition- is modeled in the allocation of resources in the school (2 pts).

*presence of Cooperative for Teachers and Staff

_____ Students shall learn small business skills through opportunities to organize school and community projects (2 pts).

*YECS-Young Entrepreneur Cooperative in School

*Income- generating activities/programs/projects with financial report

_____ A culture of maintenance ensures that all school buildings and equipment are kept in good repair and maintained in good condition (1pt).

*Presence of report indicating level of involvement of stakeholders in the BE program.

*Presence of institutionalized feedback mechanism for school maintenance

SPECIAL CATEGORY LEADERSHIP AWARDS

A. The Nestle Water Leadership Award

The Nestle Water Leadership Award was established in the 2013 National Search to recognize and promote solutions, practices and initiatives of schools in water management.

	Criteria	Points
Plan	Commitments on water as part of the school's policy (7pts) Long-term and short-term objectives (8pts)	15 pts
Program	a. Resources, Roles, Responsibility and Leadership –Committees, Organizations, Clubs of school administrators, teachers, students and support groups (parents, teachers and other non-student sector) (5pts) - Support by the school to the committee/organizations/ clubs (5pts) b. Competence, Training and Awareness - Faculty training on Water Education (10pts) - Integration of Water Education into the curriculum (10pts) - Outreach initiatives on Water Awareness to local community and other stakeholders (10pts) c. Programs and Initiatives/Projects - Initiatives on Water Efficiency and conservation (20pts) - Waste water treatment initiatives (10pts)	70 pts
Monitoring	Monitoring and measurement (8pts)	8 pts
Maintenance	Periodic Review of the Program/Initiatives (7pts)	7 pts
TOTAL		100

B. The Meralco Energy Leadership Award

Efficiency and conservation are key components of sustainability. Thus, the Meralco Energy Leadership Award will recognize schools that promote practices and initiatives in electrical safety, energy efficiency and conservation.

Areas to be considered:

- ✓ Electrical safety- programs implemented to ensure electrical safety by conducting electrical assessment and corrective measures.
- ✓ Energy efficiency and conservation programs- programs such as energy-saving activities, energy awareness training and education, etc.

8. Participating Schools should submit the following documents in three (3) sets:

- Official Contest Entry Form
- Supporting Documents (Consist of all the supporting materials that show evidence of the school's environment efforts and programs.) They can include the following:
 - Memoranda, circulars, special orders
 - Photos of environmental programs of the school
 - Publications and design work
 - Copies of certificate, merit awards for environment programs

(Please be selective with the supporting documents. Pick work samples that best represent your school, rather than sending every item.

9. Awards and Prizes

- a) Regional Level. There will be regional finalist per category. Each will be awarded a Certificate of Recognition and P 15,000.00 prize in cheque.
- b) National Level. Regional finalists shall compete at the National level. Judging will be held at the EMB Central Office.

Prizes are the following:

High School and Elementary Category:

First Prize	P 50,000
Second Prize	P 40,000
Third Prize	P 30,000

For Special Awards:

Nestle Water Leadership Award and Meralco Energy Leadership Award

- a. Regional Level: P 10,000 and a Certificate of Recognition for all categories
- b. National Level: P 20,000 each category

10. Preparation of Materials for the School Initiatives

Regional finalist should submit exhibit-ready materials of their entry by July 31, 2017 on the format below:

- Material: Tarpaulin. Dimension 2 ft. wide x 5 ft. high with eyelets at the four edges.
- Contents: Tarpaulin design should feature the environment efforts and programs of the school. Design should include the title "Sustainable and Eco-friendly Initiatives of (Name of School). Contents of the tarpaulin should follow the highlights of school accomplishments in accordance with sequence of the search

Criteria	Points
A. Brief description of the program -Discuss briefly what the program is all about	10
B. Need or opportunity addressed by the project/program -What need or opportunity in the school does the program or project addresses	10
C. Goals and Objectives -Objectives should be SMART (specific, measurable, attainable, realistic and time-bound)	10
D. Stakeholders Involved - Who are the different stakeholders involved? - How were the stakeholders involved? - What are their roles?	15
E. Implementation and Challenges - State how you implemented the program. - What challenges did you encounter? - What did you do to overcome the challenges?	20
F. results - What results were achieved?	20
G. Sustainability and future plans - How does the school to sustain the program? - What are the future plans?	15
Total	100

Submitted by:

Signature over printed name

Position/ Institution

Certified Correct by:

Signature over printed name

Position/ Institution