



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

11 Dec 2024

REGIONAL MEMORANDUM
PPRD-2024-079

DISSEMINATION OF TERMINAL REPORT FOR INNOVATION ON “SIGAY PARANGAL 2024 AWARDS & RECOGNITION MECHANISM FOR THE OPERATIONALIZATION OF PPRD’S QUAMETASEA FRAMEWORK”

To: Schools Division Superintendents
Regional Functional Division Chiefs

1. This has reference to DepEd Memorandum DM-OUHROD-2024-0586 re Interim Guidelines for the Office Performance Planning and Assessment for FY 2024 Onwards from the office of Human Resource and Organizational Development dated March 27, 2024, that required all Regional Functional Divisions to integrate in the OPCRf innovation initiatives under Part I-B: Innovating and Intervening Accomplishments.
2. In line with such directive, PPRD issued RM-PPRD-2024-034 re “PPRD 2024 Innovation Programs and Projects,” which are shown below:

Innovation Agenda No.	KRAs	PPRD 2024 Innovation Programs and Projects
1	Regional Education Planning/ Data Management	Innovare 2024: Research Journal of Policy Research Reviews
2	Policy Review & Monitoring	Online Research Colloquium of FY 2023 Completed BERF Researches
3	Research Management	Project ETM-MISO: Effective Tracking Mechanism of Management Information System (MIS) Outputs
4	Data Management	Research-Based PMIS Scale-up Program for Select Secondary School Implementing Units (IUs)
5	Office Administration & Performance Monitoring	SIGAY PARANGAL 2024: Awards & Recognition Mechanism for the Operationalization of PPRD’s QuamETASEA Framework

3. After fully implementing PPRD’s Innovation Agenda 2024 based on the timeline, this regional issuance disseminates “*TERMINAL REPORT FOR INNOVATION ON ONLINE RESEARCH COLLOQUIUM OF FY 2023 COMPLETED BERF RESEARCHES.*” See attached enclosure for your reference.



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4. This issuance generally aims to provide information to the field offices for benchmarking purposes. Specifically, it aims to:
 - a. discuss details of the innovation undertaking highlighting aspects on innovation's summary, background, objectives, methodology, cost, M&E results, milestones, recommendations and next steps;
 - b. elucidate detailed procedures on how to conduct an "Online Research Colloquium" at varied phases of implementation for possible replication at division level;
 - c. provide strategic directions for the full institutionalization of this innovation vis-à-vis improving access, equity, quality, resiliency and well-being and enabling mechanisms on governance; and
 - d. set mechanism that would pave the way to establish a culture of innovation at all governance levels.
5. For further inquiries, contact Dr. Glenn A. Bisnar – PPRD Chief, through his email at glenn.bisnar@deped.gov.ph.
6. For information, compliance and information of all concerned.


CARLITO D. ROCAFORT
Director IV

Enclosures: As stated
Reference: DM-OUHROD-2024-0586; RM-PPRD-2024-034
Allotment: BERF 2024
To be indicated in the Perpetual Index
under the following Subjects:

INNOVATION
REPORT

GAB/PPRD/RM – DISSEMINATION OF TERMINAL REPORT FOR INNOVATION ON "SIGAY PARANGAL 2024: AWARDS & RECOGNITION MECHANISM FOR THE OPERATIONALIZATION OF PPRD'S QUAMETASEA FRAMEWORK"
082/December 11, 2024



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Enclosure to Regional Memorandum PPRD-2024-079

INNOVATION TERMINAL REPORT

Name of Proponents: **KATE HANSELLE G. IGUIANON & OSOP A. PANGILAMUN**
Innovation Title: **SIGAY Parangal 2024: Awards & Recognition Mechanism for the Operationalization of PPRD's QuaMETASEA Framework**
Innovation Time Frame: **January 2024 to November 2024**

I. Innovation Contacts

Name	Position	Roles/ Responsibilities in the Innovation	Phone Number and Email
Osop A. Pangilamun	Statistician I	Proponent	osop.pangilamun@deped.gov.ph
Kate Hanselle G. Iguianon	Education Program Specialist II	Proponent	kate.gio@deped.gov.ph
Dr. Glenn A. Bisnar	Chief Education Supervisor	Consultant	glenn.bisnara@deped.gov.ph

II. Innovation Summary

An award and Recognition System plays a vital role in any organization. Basically, employees who receive regular acknowledgment are more likely to feel fulfilled and at home in their professions, which boosts their motivation and output at work. Additionally, acknowledgment can improve resilience and general mental health, which benefits a happier and healthier staff.

Hence, in its quest to fully establish the culture of the Awards and Recognition system at PPRD, it has instituted the **“SIGAY PARANGAL 2024: Awards & Recognition Mechanism for the Operationalization of PPRD's QuaMETASEA Framework.”** The concept “SIGAY” is a Maguindanaon term that means “light that shines from torch”; hence, this award would like to recognize a person or organization that serves as a light to others in the process of performing his or her duties and responsibilities that significantly contribute to PPRD's major deliverables.

Moreover, **SIGAY** itself is an acronym that spells out as well the five components of the **SIGAY PARANGAL 2024**, to wit:

- **Component 1: Sigasig Award.** This award is conferred in line with the efficient implementation of the Basic Education Research Fund (BERF); hence, awardees are the BERF recipients, division research managers (SEPS for Planning and Research), and School Division Offices (SGOD Chiefs) that performed well based on the set standards and criteria.



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- **Component 2: Ilaw Award.** This award is given to Division Planning Officers who are fully compliant with the timely submission of major reports required by PPRD, such as Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2.
- **Component 3: Gabay Award.** This award is given to Division SEPS for Planning and Research, which manifested full support in realizing PPRD's Policy Research Review Agenda by providing technical assistance to target research respondents and participants, resulting in timely data gathering.
- **Component 4: Agap Award.** This monthly award is presented to PPRD personnel who are punctual in reporting to the office, having committed at least three (3) tardies in a month.
- **Component 5: Yabong Award.** This award is given to the Regional Functional Division (RFD) that is compliant with submitting the Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) for the full operationalization of the Performance Management Information System (PMIS).

The **SIGAY PARANGAL 2024** is a support mechanism in the full operationalization of PPRD's **QuaMETASEA (Quarterly Monitoring Evaluation, Technical Assistance) & Synergy Enhancement Activity) Framework** as shown below:



Finally, **SIGAY PARANGAL 2024: Awards & Recognition Mechanism for the Operationalization of PPRD's QuaMETASEA Framework** is geared towards fostering the following guiding principles:



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- **Effective** Awards & Recognition as overarching mechanisms contributing to the achievement of PPRD's targets and strategic objectives;
- **Efficient** Awards & Recognition to motivate personnel and partners as well as division counterparts in terms of timely processing of deliverables and cost efficiency in terms of utilization of resources and efforts; and
- **Sustainable** Awards & Recognition in terms of complying with the changing needs and standards of the QMS, as well as compliance with statutory and regulatory requirements.

Purpose

Generally, the “**SIGAY PARANGAL 2024**” is a major innovative initiative of PPRD to bolster efficiency in maximizing available resources for timely report submission, effectively accomplish deliverables vis-à-vis set standards, and sustain efforts through continuous improvement mechanisms.

The following table elucidated the major purpose of every component per award:

Component No.	Name of Award	Purpose/Objective
1	Sigasig Award	To accelerate the FY 2024 BERF implementation efficiency among BERF recipients, division research managers (SEPS for Planning and Research), and School Division Offices (SGOD Chiefs).
2	Ilaw Award	To intensify continuous support among Division Planning Officers to be compliant in the timely submission of major reports required by PPRD, such as Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2.
3	Gabay Award	To gain full support from Division SEPS for Planning and Research in fully realizing PPRD's Policy Research Review Agenda by providing technical assistance to target research respondents and participants towards the timely gathering necessary data.
4	Agap Award	To motivate punctuality among PPRD personnel in reporting to the office, which is geared towards fostering productivity and personal excellence.
5	Yabong Award	To stimulate a sense of responsibility and accountability among RFDs to be compliant in submitting Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) geared



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		towards full operationalization of Performance Management Information System (PMIS).
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Major Outputs

This innovation undertaking, “**SIGAY PARANGAL 2024: Awards & Recognition Mechanism for the Operationalization of PPRD’s QuaMETASEA Framework**” focused on the following aspects per award & recognition component:

Award & Recognition Components	Action Taken
Component 1: Sigasig Award	Annual Recognition of BERF recipients, division research managers (SEPS for Planning and Research), and School Division Offices (SGOD Chiefs)
Component 2: Ilaw Award	Annual Recognition of Division Planning Officers’ performance in the submission of major reports required by PPRD such as Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2
Component 3: Gabay Award	Annual Recognition of Division SEPS for Planning and Research performance in support of PPRD’s Policy Research Review Agenda
Component 4: Agap Award	Monthly Recognition of the punctuality of PPRD personnel in reporting to the office
Component 5: Yabong Award	Annual Recognition of RFDs compliant in submitting Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) geared towards full operationalization of PMIS

Procedures

This innovation underwent three phases, as shown in the table below:

Phases	Activity
Pre-Implementation Phase	<ul style="list-style-type: none">Brainstormed policy guidelines of the SIGAY PARANGAL 2024Firmed-up policy guidelines of the SIGAY PARANGAL 2024Disseminated policy guidelines of the SIGAY PARANGAL 2024
Execution Phase	Implemented SIGAY PARANGAL 2024 vis-à-vis the following components: <ul style="list-style-type: none">Component 1: Sigasig Award - Annual Recognition of BERF recipients, division research managers (SEPS for Planning and Research), and School Division Offices (SGOD Chiefs)



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	<ul style="list-style-type: none"> • Component 4: Ilaw Award - Annual Recognition of Division Planning Officers' performance in the submission of significant reports required by PPRD such as Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2 • Component 3: Gabay Award - Annual Recognition of Division SEPS for Planning and Research performance in support of PPRD's Policy Research Review Agenda • Component 4: Agap Award - Monthly Recognition of punctuality of PPRD personnel in reporting to the office • Component 5: Yabong Award - Annual Recognition of RFDs compliant in submitting Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) geared towards full operationalization of PMIS
Post-Implementation Phase	<ul style="list-style-type: none"> • Review policy guidelines of the SIGAY PARANGAL 2024 • Issue Enhanced Policy Guidelines of the SIGAY PARANGAL 2024

Responsible Persons

The following table indicates the persons involved in this undertaking:

Working Committees	In-charge	Terms of Reference
Executive Committee	Glenn A. Bisnar, PPRD Chief Raffy G. Herrera, EPS Kate Hanselle G. Iguianon, EPS II Osop A. Pangilamun, Stat I	<ul style="list-style-type: none"> • Set directions in the conceptualization of this Award & Recognition initiative • Planned out specific activities in line with this initiative • Drafted policy guideline of the "SIGAY PARANGAL 2024: Awards & Recognition Mechanism for the Operationalization of PPRD's QuaMETASEA Framework."
Quality Assurance	Raffy G. Herrera, EPS	<ul style="list-style-type: none"> • Ensured the contents of the Recognition Certificates are free from error. • Checked the accuracy and completeness of the content.
Lay-out & Design	Ulysses S. Laruya, ADAS I	<ul style="list-style-type: none"> • Laid out Recognition Certificates for the awards



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	Reynaldo S. Gallardo, PO III	
Monitoring & Evaluation	Lovely Z. Ramos, AO II	<ul style="list-style-type: none"> Facilitated the conduct of Client Satisfaction Measurement (CSM) during the Awarding Activities

Location

The following table indicates the specific location/venue in the implementation of the various phases and activities:

Phases	Activity	Location/Modality
Pre-Implementation Phase	<ul style="list-style-type: none"> Brainstormed policy guidelines of the SIGAY PARANGAL 2024 Firmed-up policy guidelines of the SIGAY PARANGAL 2024 Disseminated policy guidelines of the SIGAY PARANGAL 2024 	During the PPRD LAC Session/ Brainstorming Meeting at PPRD
Execution Phase	Component 1: Sigasig Award - Annual Recognition of BERF recipients, division research managers (SEPS for Planning and Research), and School Division Offices (SGOD Chiefs)	During the 2024 Regional Research Congress
	Component 2: Ilaw Award - Annual Recognition of Division Planning Officers' performance in the submission of significant reports required by PPRD such as Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2	Online via MS Teams
	Component 3: Gabay Award - Annual Recognition of Division SEPS for Planning and Research performance in support of PPRD's Policy Research Review Agenda	During the 2024 Regional Research Congress
	Component 4: Agap Award - Monthly Recognition of punctuality of PPRD personnel in reporting to the office	PPRD Office



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	Component 5: Yabong Award – Annual Recognition of RFDs compliant in submitting Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) geared towards full operationalization of PMIS	During the 2024 Regional Research Congress
Post-Implementation Phase	<ul style="list-style-type: none"> Reviewed policy guidelines of the SIGAY PARANGAL 2024 Issued Enhanced Policy Guidelines of the SIGAY PARANGAL 2024 	During LAC Session

Duration/Timeframe

The following was the timeline of this undertaking:

Phases	Activity	Duration
Pre-Implementation Phase	<ul style="list-style-type: none"> Brainstormed policy guidelines of the SIGAY PARANGAL 2024 Firmed-up policy guidelines of the SIGAY PARANGAL 2024 Disseminated policy guidelines of the SIGAY PARANGAL 2024 	1 Week
Execution Phase	Component 1: Sigasig Award - Annual Recognition of BERF recipients, division research managers (SEPS for Planning and Research), and School Division Offices (SGOD Chiefs)	1 hour
	Component 2: Ilaw Award - Annual Recognition of Division Planning Officers' performance in the submission of major reports required by PPRD such as Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2	30 Minutes
	Component 3: Gabay Award - Annual Recognition of Division SEPS for Planning and Research performance in support to PPRD's Policy Research Review Agenda	30 Minutes
	Component 4: Agap Award - Monthly Recognition of punctuality of PPRD personnel in reporting to the office	20 minutes
	Component 5: Yabong Award – Annual Recognition of RFDs compliant in submitting	15 minutes



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	Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) geared towards full operationalization of PMIS	
Post-Implementation Phase	<ul style="list-style-type: none"> Reviewed policy guidelines of the SIGAY PARANGAL 2024 Issued Enhanced Policy Guidelines of the SIGAY PARANGAL 2024 	1 day

Budget/Cost

The proposed budget for the implementation of “**SIGAY PARANGAL 2024: Awards & Recognition Mechanism for the Operationalization of PPRD’s QuaMETASEA Framework**” were as follows:

Phases	Activity	Cost Estimates
Pre-Implementation Phase	<ul style="list-style-type: none"> Brainstormed policy guidelines of the SIGAY PARANGAL 2024 Firmed-up policy guidelines of the SIGAY PARANGAL 2024 Disseminated policy guidelines of the SIGAY PARANGAL 2024 	Php 100.00 (LAC Session)
Execution Phase	Component 1: Sigasig Award - Annual Recognition of BERF recipients, division research managers (SEPS for Planning and Research), and School Division Offices (SGOD Chiefs)	Php 8,500.00 (Certificates & holders)
	Component 2: Ilaw Award - Annual Recognition of Division Planning Officers’ performance in the submission of major reports required by PPRD such as Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2	Php 850.00 (Certificates & holders)
	Component 3: Gabay Award - Annual Recognition of Division SEPS for Planning and Research performance in support to PPRD’s Policy Research Review Agenda	Php 850.00 (Certificates & holders)
	Component 4: Agap Award - Monthly Recognition of punctuality of PPRD personnel in reporting to the office	Php 850.00 (Certificates & holders)
	Component 5: Yabong Award - Annual Recognition of RFDs compliant in submitting Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) geared towards full operationalization of PMIS	Php 850.00 (Certificates & holders)



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Post-Implementation Phase	<ul style="list-style-type: none">Reviewed policy guidelines of the SIGAY PARANGAL 2024Issued Enhanced Policy Guidelines of the SIGAY PARANGAL 2024	Php 5,000.00 (LAC Session)
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Sustainability Mechanism

The following are the Sustainability Mechanisms using the PDCA (Plan-Do-Check-Act) Cycle:

- Plan:** Strategize a plan of action to realize the conduct of the reproduction of “**SIGAY PARANGAL 2024: Awards & Recognition Mechanism for the Operationalization of PPRD’s QuaMETASEA Framework**”.
- Do:** Implement the plan based on the timeline.
- Check:** Conduct quarterly progress monitoring & evaluation during the PPRD LAC Session to check the progress of the activity as the basis for coming up with appropriate interventions.
- Act:** Implement interventions as a Continuous Improvement mechanism.

III. Innovation Background

This innovation undertaking dubbed “**SIGAY PARANGAL 2024: Awards & Recognition Mechanism for the Operationalization of PPRD’s QuaMETASEA Framework**” had been instituted to address the following significant problems confronted by PPRD as regards implementation of its QMS process on Plan Formulation, Policy Development (Policy Implementation & Review, Performance Monitoring & Evaluation, Data Information Management, and Research Management:

Award & Recognition Components	Issues & Concerns Addressed
Component 1: Sigasig Award	Delay in the completion of research studies by some BERF recipients within the six months
Component 2: Ilaw Award	Delay in the submission of reports on Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2 by some DPOs
Component 3: Gabay Award	Delay in the completion of PPRD’s Policy Research Review Agenda
Component 4: Agap Award	Two (2) PPRD personnel were issued with Show Cause Orders due to tardiness
Component 5: Yabong Award	Delay in submitting Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) by some RFDs



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Another major issue is the misalignment in the operationalization of PPRD's QMS Quality Control Plan (QCP) with PPRD's Flagship Program, Basic Education Development Program (BEDP) Pillars, BEDP Strategies, and applicable MATATAG Agenda.

Hence, the proposed innovation shall be anchored on the following alignment framework:

BEDP Pillars	PPRD Flagship Project	BEDP Strategies	MATATAG Agenda	PPRD QMS QCP
Access	Project RISE: Establishing research-based policy mechanisms for multi-stakeholders' partnership: reaching learners in GIDA areas and last miles schools; tripartite partnership among BLGU, preschool centers, and public school; influential stakeholders' engagement in strengthening kindergarten program	Strategy #5: Strengthen mechanisms for providing access to relevant essential opportunities for OSC, OSY, and OSA	We will strengthen our inclusive education programs, including the alternative learning system, last mile schools, and programs for IP learners and learners with disabilities. We will endeavor that all learners, no matter what their backgrounds are, will be afforded quality learning opportunities and services.	Policy Development: Policy Implementation & Policy Review
Access	Project ICE: Conduct research-based policy: <ul style="list-style-type: none"> for the establishment of CLCs in 	Strategy #3: Improve capacity to retain learners in schools		Policy Development: Policy Implementation & Policy Review



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	<p>high-demand areas</p> <ul style="list-style-type: none"> on continuously improving the ALS M&E System on ALS external stakeholders' involvement in revitalizing the ALS Program 			
Equity	<p>Project ARIA: Research-enabled interventions dissemination of BERF and non-BERF research findings on Child Protection & Human Resource Development via Regional Research Congress</p>	<p>Strategy #2: Provide an inclusive, effective, culturally responsive, gender-sensitive, and safe learning environment to respond to the situations of disadvantage</p>	<p>DepEd reaffirms its pledge to ensure that all school-age children and youth, and adults in situations of disadvantage are participating in inclusive basic learning opportunities and receiving appropriate quality education.</p>	<p>Research Management</p>
Quality	<p>Project ASPIRE: Establishing contextualized policy on strategic partnership with LGUs & NGOs to accelerate quality indicators of learners in the GIDA area and last miles schools</p>	<p>Strategy #5: Strengthen consultations on curriculum, instruction, and assessment</p>		<p>Policy Development: Policy Implementation & Policy Review</p>



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	(Key Stages 1-4 & ALS)			
Resiliency & Well-being	Project RESIST: Institutionalization of the regular conduct of policy review related to resiliency and well-being to ensure that learners are safe and protected and can protect themselves from risks and impacts from natural and human-induced hazards	Strategy #2: Protect learners and personnel from death, injury, and harm brought by natural and human-induced hazards	We will continue to strengthen the mechanism in safeguarding our learners against all forms of discrimination and dangers. Our Learners Rights and Protection Office (LRPO) has been acting on the reported cases ranging from all kinds of bullying, many forms of abuse, corporal punishment, discrimination, and child neglect.	Policy Development: Policy Implementation & Policy Review
Enabling Mechanisms on Governance	Project FIRSTS: Strengthening conduct of Strategic, Medium-term, and Operational Planning cum PMIS at all governance levels	EM#4 - Improve and modernize internal systems and processes for a responsive and efficient delivery of basic education services	We will optimize the use of technology.	Data Information Management: Management Information System (PMIS)



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IV. Innovation Objectives:

This innovation undertook the following objectives:

Award & Recognition Components	Innovation Objectives
Component No. 1: Sigasig Award	To accelerate FY 2024 BERF implementation efficiency among BERF recipients, division research managers (SEPS for Planning and Research), and School Division Offices (SGOD Chiefs).
Component No. 2: Ilaw Award	To intensify continuous support among Division Planning Officers to be compliant in the timely submission of major reports required by PPRD, such as Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2.
Component No. 3: Gabay Award	To gain full support from Division SEPS for Planning and Research in fully realizing PPRD's Policy Research Review Agenda by providing technical assistance to target research respondents and participants towards the timely gathering necessary data.
Component No. 4: Agap Award	To motivate punctuality among PPRD personnel when reporting to the office, which is geared towards fostering productivity and personal excellence.
Component No. 5: Yabong Award	To stimulate a sense of responsibility and accountability among RFDs to be compliant in submitting Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) geared towards full operationalization of Performance Management Information System (PMIS).

V. Methodology

A. Work Breakdown and Task Time Estimates

Phases	Activity	Timeline
Pre-Implementation Phase	<ul style="list-style-type: none">Brainstormed policy guidelines of the SIGAY PARANGAL 2024Firmed-up policy guidelines of the SIGAY PARANGAL 2024Disseminated policy guidelines of the SIGAY PARANGAL 2024	January to February 2024
Execution Phase	Component 1: Sigasig Award - Annual Recognition of BERF recipients, division research managers (SEPS for Planning and	April to December 2024



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	Research), and School Division Offices (SGOD Chiefs)	
	Component 2: Ilaw Award - Annual Recognition of Division Planning Officers' performance in the submission of significant reports required by PPRD such as Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2	October to December 2024
	Component 3: Gabay Award - Annual Recognition of Division SEPS for Planning and Research performance in support of PPRD's Policy Research Review Agenda	January to December 2024
	Component 4: Agap Award - Monthly Recognition of punctuality of PPRD personnel in reporting to the office	January to December 2024
	Component 5: Yabong Award - Annual Recognition of RFDs compliant in submitting Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) geared towards full operationalization of PMIS	January to December 2024
Post-Implementation Phase	<ul style="list-style-type: none"> Reviewed policy guidelines of the SIGAY PARANGAL 2024 Issued Enhanced Policy Guidelines of the SIGAY PARANGAL 2024 	December 2024

B. Deliverables

Based on the following activities vis-à-vis three major phases, the significant deliverables are hereby presented:

Phases	Activity	Major Deliverables
Pre-Implementation Phase	<ul style="list-style-type: none"> Brainstormed policy guidelines of the SIGAY PARANGAL 2024 Firmed-up policy guidelines of the SIGAY PARANGAL 2024 Disseminated policy guidelines of the SIGAY PARANGAL 2024 	Dissemination of Policy Guidelines of the SIGAY PARANGAL 2024
Execution Phase	Component 1: Sigasig Award - Annual Recognition of BERF recipients, division research managers (SEPS for Planning and Research), and School Division Offices (SGOD Chiefs)	Conduct of Sigasig Award Report



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	<p>Component 2: Ilaw Award - Annual Recognition of Division Planning Officers' performance in the submission of significant reports required by PPRD such as Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2</p>	<p>Conduct of Ilaw Award</p>
	<p>Component 3: Gabay Award - Annual Recognition of Division SEPS for Planning and Research performance in support of PPRD's Policy Research Review Agenda</p>	<p>Conduct of Gabay Award</p>
	<p>Component 4: Agap Award - Monthly Recognition of punctuality of PPRD personnel in reporting to the office</p>	<p>Conduct of Agap Award</p>
	<p>Component 5: Yabong Award - Annual Recognition of RFDs compliant in submitting Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) geared towards full operationalization of PMIS</p>	<p>Conduct of Yabong Award</p>
Post-Implementation Phase	<ul style="list-style-type: none"> Reviewed policy guidelines of the SIGAY PARANGAL 2024 Issued Enhanced Policy Guidelines of the SIGAY PARANGAL 2024 	<p>Issuance of Enhanced Policy Guidelines of the SIGAY PARANGAL 2024</p>

C. Risk Management

Risk Identification			Risk Analysis & Risk Evaluation			Risk Treatment			Target Risk Assessment		
Risk Description	Risk Causes & Consequences	Current Controls	Likelihood (L)	Impact (I)	Risk Rating (RR)	Action Response	Person Responsible	Target Date	L	I	RR
Delay in the conduct of Sigay Parangal based on the set timeline	<p>Risk Causes:</p> <ul style="list-style-type: none"> * Overlapping of activities at PPRD * Unavailability of concerned personnel <p>Consequences:</p> <ul style="list-style-type: none"> * Inefficient time management affecting other deliverables * Poor PPRD's performance rating 	<ul style="list-style-type: none"> * Maximization of PERT (Project Evaluation and Review Technique) and CPM (Critical Path Method) through PPRD's QuaMETASEA Framework * Full institutionalization of Quarterly PIR * Close coordination with Division counterparts 	4	4	16	<ol style="list-style-type: none"> Establish strong collaboration with SDO counterparts Firming up accountability and responsibility among PPRD personnel Constant follow-up using varied communication channels: GCs, email with partners 	<ol style="list-style-type: none"> PPRD Chief, SEPS for Planning & Research, DPOs Concerned PPRD Chief & personnel PPRD Chief, DPOs, SEPS for Planning & Research 	<ol style="list-style-type: none"> 1. Jan to April 2024 2. Jan to April 2024 3. Jan to April 2024 	1	3	3





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VI. Innovation Cost

The innovation costs of this project are shown in the following table:

Phases	Activity	Actual Cost
Pre-Implementation Phase	<ul style="list-style-type: none"> Brainstormed policy guidelines of the SIGAY PARANGAL 2024 Firmed-up policy guidelines of the SIGAY PARANGAL 2024 Disseminated policy guidelines of the SIGAY PARANGAL 2024 	Php 100.00 (LAC Session)
Execution Phase	Component 1: Sigasig Award	Php 8,500.00 (Certificates & holders)
	Component 2: Ilaw Award	Php 850.00 (Certificates & holders)
	Component 3: Gabay Award	Php 850.00 (Certificates & holders)
	Component 4: Agap Award -	Php 850.00 (Certificates & holders)
	Component 5: Yabong Award	Php 850.00 (Certificates & holders)
Post-Implementation Phase	<ul style="list-style-type: none"> Reviewed policy guidelines of the SIGAY PARANGAL 2024 Issued Enhanced Policy Guidelines of the SIGAY PARANGAL 2024 	Php 5,000.00 (LAC Session)
Total		Php 17,000.00

VII. Monitoring and Evaluation

The following template was used in the M&E of this innovation undertaking:

A. Evaluation of SIGAY Parangal 2024

Phases	Activity	Major Deliverables	Remarks
Pre-Implementation Phase	<ul style="list-style-type: none"> Brainstormed policy guidelines of the PARANGAL 2024 Firmed-up policy guidelines of the PARANGAL 2024 Disseminated policy guidelines of the PARANGAL 2024 	Dissemination of Policy Guidelines of the SIGAY PARANGAL 2024	(/) Compliant () Non-Compliant () Needs Improvement



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Execution Phase	Component 1: Sigasig Award - Annual Recognition of BERF recipients, division research managers (SEPS for Planning and Research), and School Division Offices (SGOD Chiefs)	Conduct of Sigasig Award Report	(/) Compliant () Non-Compliant () Needs Improvement
	Component 2: Ilaw Award - Annual Recognition of Division Planning Officers' performance in the submission of major reports required by PPRD such as Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2	Conduct of Ilaw Award	(/) Compliant () Non-Compliant () Needs Improvement
	Component 3: Gabay Award - Annual Recognition of Division SEPS for Planning and Research performance in support to PPRD's Policy Research Review Agenda	Conduct of Gabay Award	(/) Compliant () Non-Compliant () Needs Improvement
	Component 4: Agap Award - Monthly Recognition of punctuality of PPRD personnel in reporting to the office	Conduct of Agap Award	(/) Compliant () Non-Compliant () Needs Improvement
	Component 5: Yabong Award - Annual Recognition of RFDs compliant in submitting Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) geared towards full operationalization of PMIS	Conduct of Yabong Award	(/) Compliant () Non-Compliant () Needs Improvement
Post-Implementation Phase	<ul style="list-style-type: none"> Reviewed policy guidelines of the SIGAY PARANGAL 2024 Issued Enhanced Policy Guidelines of the SIGAY PARANGAL 2024 	Issuance of Enhanced Policy Guidelines of the SIGAY PARANGAL 2024	(/) Compliant () Non-Compliant () Needs Improvement



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VIII. Milestones

Award & Recognition Components	Innovation Objectives	Milestones
Component No. 1: Sigasig Award	To accelerate FY 2024 BERF implementation efficiency among BERF recipients, division research managers: SEPS for Planning and Research, and SDO Research Managers	70 out 73 (96%) of FY 2024 BERF recipients have completed their researches within the 9 month period
Component No. 2: Ilaw Award	To intensify continuous support among Division Planning Officers to be compliant in the timely submission of major reports required by PPRD, such as Crucial Resources, Annual Investment Plan (AIP), and Budget Execution Document (BED) 2.	All the required reports: Annual Investment Plan (AIP)/ Budget Execution Document (BED) 2 were submitted to DBM way ahead of the deadline.
Component No. 3: Gabay Award	To gain full support from Division SEPS for Planning and Research in fully realizing PPRD's Policy Research Review Agenda by providing technical assistance to target research respondents and participants towards the timely gathering necessary data.	The Innovare Research Journal Volume 1, s. 2024 had been printed and disseminated to all target stakeholders.
Component No. 4: Agap Award	To motivate punctuality among PPRD personnel when reporting to the office, which is geared towards fostering productivity and personal excellence.	7 out 7 (100%) of PPRD personnel were safe to receive a showcase order in violation on gross tardiness (10 months tardy for 3 consecutive months).
Component No. 5: Yabong Award	To stimulate a sense of responsibility and accountability among RFDs to be compliant in submitting Work Financial Plan (WFP) and Quarterly Catch-up Plan (only if necessary) geared towards full operationalization of Performance Management Information System (PMIS).	100% of all RFDs submitted for verification to DepED CO and uploaded to PMIS their WFPs way ahead the set deadline.



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IX. Recommendations and Next Steps

For the sustainability of this innovation project, the following recommendations and next steps are hereby proposed:

1. Make this SIGAY Parangal as an annual Awarding Activity of PPRD to further motivate all its partners in ensuring efficient and effective implementation of its deliverables.
2. Integrate some new indicators as CI mechanism to every component to make it SIGAY 2.0.
3. Review and further enhance the rubrics vis-à-vis latest issuances from DepEd CO to make it responsive and relevant.