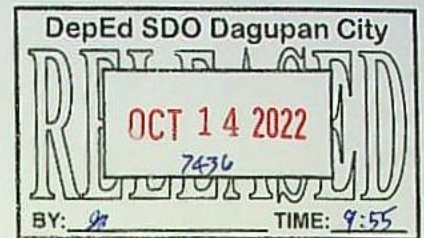




Republic of the Philippines
Department of Education

REGION I

SCHOOLS DIVISION OFFICE DAGUPAN CITY



Office of the Schools Division

Superintendent

Division Memorandum

No. 404 s. 2022

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
School Gulayan sa Paaralan Program Coordinators
All Others Concerned

From: OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

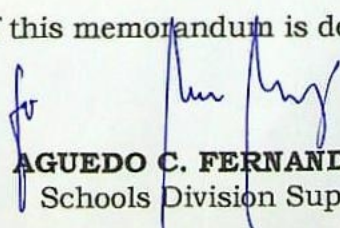
Date: October 13, 2022

Subject: **DIVISION SEARCH FOR BEST EDIBLE LANDSCAPING IN PUBLIC
ELEMENTARY AND SECONDARY SCHOOLS**

Pursuant to *DepEd Memorandum no. 293 series of 2007* entitled **Gulayan sa Paaralan** and *DepEd Memorandum no. 223, s. 2016* entitled **Strengthening the Implementation of the Gulayan sa Paaralan Program in Public Elementary and Secondary Schools Nationwide**, the Schools Division Office Dagupan City announces the Search for the Best Gulayan sa Paaralan with a Special Feature on the Search for the Best Edible Landscaping in Public and Secondary Schools SY 2022-2023.

Attached are the guidelines, timeline, and forms for reference.

Immediate and widest dissemination of this memorandum is desired.


AGUEDO C. FERNANDEZ, CESO V
Schools Division Superintendent



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Office of the Schools Division Superintendent

**Guidelines on the Division Search for the Best Edible Landscaping
in Public Elementary and Secondary Schools**

I. Rationale

Pursuant to *DepEd Memorandum no. 293 series of 2007* entitled **Gulayan sa Paaralan** and *DepEd Memorandum no. 223, s. 2016* entitled **Strengthening the Implementation of the Gulayan sa Paaralan Program in Public Elementary and Secondary Schools Nationwide**, the Schools Division Office is committed in its goal to promote food security and sustainability in the schools and communities through gardening and other related activities, which also aim to promote MakaKalikasan values among the learners as well as appreciation of the value of agriculture in the communities.

Anent this, the Schools Division Office of Dagupan issued *Division Memorandum no. 68, s. 2021* entitled *Strengthening the Implementation of the Gulayan sa Paaralan Program/Project P.i.S.H.* to encourage public schools in Dagupan to revive or to improve their school gardens. Schools were monitored and provided technical assistance by the Top Management and the GPP Monitoring Team to ensure that the gains from the school garden are properly managed and maximized. The schools are also required to submit GPP Terminal Reports yearly as part of the program evaluation.

To recognize the efforts of implementing schools and to encourage more schools to strengthen their GPP and other MakaKalikasan efforts and initiatives, a division-wide search shall be conducted to determine the effectiveness/impact of GPP implementation and to help enhance the implementation of the program.

II. Objectives

Through the activity, participants are recognized for their efforts in implementing, strengthening, and sustaining the GPP amid the challenges brought by the new normal in the educational landscape.

The search will also enable identification of innovation and best practices for replication as well as future direction and priorities for more effective management of the program. Strategies for sustainability including partnership with stakeholders in the LGU, barangay, PTA, 4Ps, and other stakeholders will form part of these effective practices for replication.

III. Definition of Terms

- A. **Gulayan sa Paaralan Program** – a program implemented by the Department of Education in public elementary and secondary schools to support food production activities and inculcate makakalikasan values and appreciation of agriculture as a life support system.¹
- B. **Edible landscaping** – an innovative concept of combining various principles of landscape design with existing technologies for small-scale crop production. It utilizes vegetables, herbs, and fruit crops as major softscape materials to substitute for ornamental plants commonly used in conventional landscaping. It considers functionality and aesthetics in relation of safe and readily available crop products.²



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- C. **Product utilization** – utilization of harvest or products from school garden including vegetables, root crops, fruit trees, and other products.
- D. **Self-sufficiency** – refers to methods, strategies, and plans applied or implemented to sustain the program.
- E. **Land utilization** – use of school area for planting of vegetables, root crops, fruit trees, and other edible food sources.

IV. Scope

This guideline shall cover all public elementary and secondary schools in the Schools Division Office of Dagupan City that will participate in the search.

V. Criteria

The following criteria will be used for judging the school gardens:

Criteria	Points
Aesthetics (Landscape) Refers to the design elements of the landscape to include: <ul style="list-style-type: none">• Softscapes (ground cover, edging, barrier/screen/hedge, focal point and accent)• Hardscapes (walkways, pebbles, pots, lights, trellises, signages)• Plant boxes/pots (entrance, in front of classrooms, pathways, walk covers) Design elements include balance, scale and proportion, harmony, contrast, and emphasis	35
Functionality and Wellness Refers to the efficient and effective use of the garden and products/harvest to meet the health and nutritional needs of users/community as reflected in the SBFP/feeding report or other related reports	25
Self-sufficiency Refers to the mechanisms put in place to sustain landscape gardening and main vegetable garden <ul style="list-style-type: none">• Sustainability plan to include MOA or MOU with stakeholders• Gardening practices including biointensive gardening, organic gardening, pest/nutrient management, Integrated School Nutrition Model application, use of organic concoctions (FF), FPJ, vermi juice), setting up nurseries/vermicomposting areas	20
Presentation and effectiveness of the Gulayan sa Paaralan <ul style="list-style-type: none">• Main garden area not including the landscape	20
TOTAL	100





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VI. Procedure

A. Submission of documents

1. Schools shall submit documents on the status of their school garden including pictures, narrative reports of support activities, and other supporting documents.
2. The reports shall be submitted with attached Entry Form in two folders at the Records Section with received date.

B. Screening and Evaluation

1. Upon receipt of documents, the GPP TWG shall conduct a pre-assessment of all entry/application/submission. After thorough assessment, the GPP TWG shall present to the PRAISE committee the shortlist of qualified nomination.
2. The GPP TWG shall serve as the Secretariat. It shall screen all submitted documentary requirements and determine the correctness of the category vis-à-vis the accomplishment/s presented. It shall shortlist qualified nominees based on the guidelines.
3. The GPP TWG shall provide copies of the folders/criteria for judging to the SDO PRAISE committee for deliberation.
4. Schools with incomplete documentary requirements will no longer be included in the Search.

C. Validation through Field Visit/Monitoring

1. The GPP TWG shall conduct field visit/monitoring to assess the state of the school garden and validate the information presented in the reports. It shall utilize a monitoring tool for this purpose.

D. PRAISE Deliberation

Pursuant to Item 5.6, General Guidelines of CSC MC 10 dated May 7, 2020, "Agencies may use videoconferencing/teleconferencing in conducting meetings to minimize face to face interaction". Hence, the same procedure shall be used in the committee on PRAISE deliberations.

1. The SDO PRAISE committee, together with the GPP TWG, shall convene for final judging or deliberation of the qualified submission/entry. The TWG and the Board of Judges will convene and the scores will be discussed.
2. The SDO PRAISE shall convene on an agreed date through face to face/video/teleconferencing to evaluate, deliberate, and agree on their choices and select the division winners of the Search.





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3. The scores given by the judges will be tabulated by the SDO PRAISE and Secretariat. The Secretariat shall come up with the final tally sheet for each category and minutes of the meeting/proceedings and to be presented to the agency head for approval.

E. Announcement of Winners

1. The GPP TWG shall then prepare a memorandum/advisory on the list of winner/s to be uploaded at the SDO Dagupan City website and posted to other social media platforms for public information. There may also be an event to recognize the winning schools.
2. There will be three (3) winners each for Elementary category and Secondary category:
Elementary – 1st, 2nd, 3rd place
Secondary – 1st, 2nd, 3rd place
3. The decision of the Board of Judges is final and irrevocable.
4. All documents shall become property of the SDO.

VII. Grounds for Disqualification

1. School entries that are submitted beyond the deadline will not be included in the list of school for initial screening and deliberation at the division level.
2. School entries with incomplete requirements (i.e. did not submit Application Form) will not be included in the list of schools for initial screening and deliberation at the division level.

VIII. Timeline of Activities

DATE	ACTIVITY	PERSON RESPONSIBLE
4 th week of September 2022	Announcement of the search and presentation of criteria/forms and reports for submission	GPP TWG
10 November 2023	Deadline of Submission of Entry Form to the SDO	School Heads/School GPP Coordinators
From November 2022 to April 2023	Field visit/monitoring	GPP TWG Board of Judges
May 2023	PRAISE and GPP TWG Deliberation	SDO PRAISE Committee and GPP TWG
June 2023	Awarding Rites	Top Management, SDO PRAISE Committee and GPP TWG





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IX. Special Feature

Best in Edible Landscaping

- **1st (Elementary and Secondary)** – Certificates, Cash/Token
- **2nd (Elementary and Secondary)** – Certificates, Cash/Token
- **3rd (Elementary and Secondary)** – Certificates, Cash/Token

Special Awards:

1. Best in Concept Garden

- The garden has a common theme/motif that harmonizes the design/aesthetic and functionality of the garden. Example concept is salad garden where the garden is filled with plants that may be harvested to make a specific type of salad. Other examples are pinakbet or chopsuey garden.
- Different types of recyclable materials or containers are utilized to maximize the space and to contribute to the aesthetic quality/landscaping of the garden.

2. Most Innovative School Garden

- Applicable and new gardening technologies are applied to help increase or improve the quality and quantity or sales/ROI of harvest or to address gardening issues
- Other mechanisms are applied to help address gardening issues or enhance the use of the garden (i.e. MOA/MOU with stakeholders to help maintain the garden)
- The garden may be used as learning site or to help foster the four core values (i.e. eco-park, reading park)

3. Most Outstanding Gulayan sa Paaralan Program Coordinator

- Exhibits outstanding management of school garden through proper record keeping, inventory of materials, resource management
- Sustains GPP through engaging various stakeholders to help maintain or add to resources.

4. Most Sustained Gulayan sa Paaralan/Sustainability Award

- For schools that are awardees of national search and that represents the SDO in a regular program and a recipient of assistance from the Central Office.

5. Best Gulayan sa Paaralan

- In the overall concept/presentation, the school GPP represents the entire output which values the integration and presentation of the various features and special concepts of the program search.

X. Effectivity

These guidelines shall be implemented for the 2022 Search for Best Edible Landscaping in Public Elementary and Secondary School and the years thereafter.

Enclosure

1. Entry Form
2. Score Sheet



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Enclosure 1. Entry Form

School: _____
School ID: _____
Category: Elementary _____ High School _____
Name of School Head: _____
Name of GPP Coordinator/s: _____

Documents submitted for evaluation

Documents	Remarks
Accomplishment/GPP Terminal Reports for three SY	
Site Development Plan	
Documents to show garden management Calendar/schedule of planting/harvesting/storage <ul style="list-style-type: none">• Liquidation reports/documents (i.e. expenditure receipts)• Narrative report• Logbook of product utilization• Photo documentation (before and after photos of garden)	
Documents to show sustainability plan (AIP/SIP, MOA/MOU, photo documentation)	
Other documents (please list down other documents):	

Prepared by:

School GPP Coordinator (Signature over Printed Name)

Endorsed by:

School Head (Signature over Printed Name)



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Enclosure 2. Score Sheet

Name of School: _____

Category: _____

Criteria	Points	
Aesthetics (Landscape) Refers to aesthetic land utilization and balanced design elements of softscape and hardscape	35	
Functionality and wellness Refers to the efficient and effective use of the garden and products/harvest to meet the health and nutritional needs of the users/community	25	
Self-sufficiency Refers to the mechanisms put in place to sustain gardening (i.e. sustainability plan, harvesting practices, pest/nutrient management)	20	
Presentation and effectiveness of the Gulayan sa Paaralan Refers to the management of the main garden area and integration of program in the curriculum and the community	20	
TOTAL	100	

Evaluated by:

(Signature over Printed Name)



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References:

1. DepEd Memorandum no. 223, s. 2016 "Strengthening the Implementation of the Gulayan sa Paaralan Program in Public Elementary and Secondary Schools Nationwide." (December 2016). Department of Education.
2. Tayobong, R., et al. (2013). Edible Landscaping in the Philippines: Maximizing the Use of Small Spaces for Aesthetics and Crop Production. *Journal of Developments in Sustainable Agriculture*, 8, 91-99.



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