



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
**KAGAWARAN NG EDUKASYON**  
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**JUL 04 2003**

DepEd MEMORANDUM  
No. **215** s. 2003

**YOUTH ENTREPRENEURSHIP AND COOPERATIVISM IN SCHOOLS (YECS)  
PROGRAM AWARDS SY 2003-2004**

To: Regional Directors  
Schools Division/City Superintendents  
Heads, Public and Private Secondary Schools

1. Pursuant to DepEd Order No. 55, s. 2002 on the Revitalized Youth Entrepreneurship and Cooperativism in Schools (YECS) Program, the DepEd Center for Students and Co-Curricular Affairs (CSCA) will conduct a search for the Model YECS and Outstanding YECS School Management Committee.
2. The search aims to achieve the following objectives:
  - a. Recognize exemplary implementors of the YECS Program in the school level; and
  - b. Promote the YECS Program and enhance its implementation in the grassroots.
3. The search is open to all public and private secondary schools implementing the YECS Program. This shall cover the period from June 2003 to January 2004 YECS implementation.
4. The contest mechanics and timetable of activities, and the evaluation instrument of the search are contained in Enclosures 1 and 2, respectively.
5. All Regional Directors (RDs) and Schools Division Superintendents (SDSs) are encouraged to support this search. They may charge expenses relative to this activity against local funds.
6. All Education Supervisors handling the YECS Program in the regions and divisions shall be the coordinators for the search in their respective areas of responsibility. Their names, addresses and contact numbers shall be submitted to the CSCA on or before August 31, 2003.
7. For queries, please get in touch with Mr. Joey G. Pelaez, Executive Director, Center for Students and Co-Curricular Affairs (CSCA) at telephone numbers (02) 631-8495 or 636-3603.
8. Immediate and wide dissemination of this Memorandum is desired.

  
**EDILBERTO C. DE JESUS**  
Secretary

## YOUTH ENTREPRENEURSHIP AND COOPERATIVISM IN SCHOOLS PROGRAM YECS AWARDS SY 2003-2004

### Mechanics of the Search

#### 1. *Participants/Coverage*

The Search is open to all public and private secondary schools implementing the Youth Entrepreneurship and Cooperativism in Schools (YECS) Program. The contest shall cover the period from June 2003 to January 2004 YECS implementation.

#### 2. *Contest Categories*

There shall be two (2) search categories, namely; Model YECS and YECS Outstanding School Management Committee. The School Management Committee of the winning YECS shall automatically be considered winner in the second category.

#### 3. *Selection Process*

Selection shall be done in the division, regional, cluster and national levels. The top winner in each level shall automatically qualify for the next higher level.

##### 3.1 *Division Search*

The Superintendent of each Schools Division, through the Division Education Supervisor handling the YECS Program, in the province or city with existing YECS Program in the schools shall organize a YECS Search.

The Superintendent shall chair the Division Selection Committee of not more than five (5) members including the Chair, composed of two (2) representatives each from the provincial offices of the Department of Trade and Industry (DTI) and the Cooperatives Development Authority (CDA).

The winner shall represent the Division in the Regional Search for the Model YECS and Outstanding YECS School Management Committee.

##### 3.2 *Regional Search*

The Regional Director, as Chair, through the Regional Education Supervisor handling the YECS Program, shall organize a YECS Regional Search and constitute the Regional Selection Committee of not more than five (5) including the Chair, composed of the representatives from the Department of Trade and Industry (DTI), Cooperatives Development Authority (CDA) and private individual entrepreneurs or cooperators.

The top winner shall represent the Region in the Cluster Search.

##### 3.3 *Cluster Search*

The Cluster Search shall adopt the following groupings, namely: Luzon A, composed of CAR, Regions I, II and III; Luzon B composed of NCR, Regions IVA, IVB and V; Visayas composed of Regions VI, VII and VIII; Mindanao composed of Regions IX, X, XI, XII and CARAGA.

Each cluster shall be entitled to one winner for each category, which shall qualify for the national search for the Model YECS and YECS School Management Committee.

The Cluster Search Committee shall be composed of representatives from the national offices of the Department of Education, Department of Trade and Industry

and the Cooperatives Development Authority, including two (2) from the private sector involved in entrepreneurship development.

Cluster winners shall qualify to the national search.

### 3.4 National Search

A National Search Committee shall be composed of the same representatives in the Cluster Search Committee.

## 4. Judging

All entries shall be judged based on the following criteria:

*Organization of the YECS* - 15%

The YECS should have been advertised and organized at the start of the school year, with creative and functional organizational structure, active membership, complete with a localized constitution and by-laws, and proper filing and recording of meetings, trainings and other activities.

*Training Conducted and Attended* - 15%

The YECS must have organized and the members attended one (1) training for cooperativism and two (2) BEST Game trainings/runs of the three (3) modules during the school year pursuant to the prescribed program of activities of the YECS as contained in DepEd Order No. 55, s. 2002. Attendance in other trainings offered outside the school is also considered. Use of CD-ROM and/or online distance training is a plus factor.

*Business Venture* - 34%

The YECS should have established its business venture as an application of the theories learned during the theoretical trainings. Valid YECS business venture should demonstrate active and direct participation of the YECS members in the running of the business, particularly in the actual delivery of services, disbursement and accounting procedures, and proper recording of business finances. The business venture itself must be a source of hands-on training to the student-members. It must be imbued with uniqueness and originality of concepts and must show the entrepreneurial and cooperative aspects of the program.

*Other Activities Undertaken* - 5%

The YECS should have followed the prescribed and mandated schedule/program of activities as contained in the Attachment B, Annex C to DepEd Order No. 55, s. 2002. The YECS must have organized and participated in activities, other than the required training and business venture, such as trade fairs, competitions and contests in the school, division, regional and national levels.

*Innovations/Creativity* - 6%

The YECS must have implemented some innovative and creative ideas, such as ICT, newsletter publications, marketing campaigns and advertisements, to enhance and support the YECS Program concept, which may be applied or capable of being applied on a national scale. Further, the School YECS must have initiated the use of ICT in cooperative entrepreneurial activities. Use of spreadsheet, presentations, desktop publishing, website, e-business, and robotics is a plus factor.

*Overall Impact* - 25%

The YECS must have benefited the students, teachers, school and the community. The YECS as a whole enjoys the support of the School Principal and the school

community, with strong network and partnership with private individuals, LGUs, other institutions and groups. The School YECS must have received recognition from individuals or groups outside the Department of Education. The YECS must have developed the students' cooperative traits and personal entrepreneurial competencies. Further, the School YECS best practices are shared either in the usual media/publications or online through website.

Judging shall be through documents, pictorial reports, certifications, web page, Compact Discs, other materials and other proof necessary. Ocular inspection of the YECS is recommended.

**5. *Awarding Ceremonies***

For the Division and Regional Search, awarding of the winning YECS entry shall be held at the place of the winning school or at a place to be determined by the appropriate division office or regional office.

For the Cluster and National Search, awarding shall take place during the YECS National Conference, the specific date and venue of which shall be announced subsequently.

**6. *Timetable of Activities***

<i>July 2003</i>	-	Issuance of DepEd Memorandum/Dissemination
<i>October</i>	-	Division Search
<i>November</i>	-	Regional Search
<i>December</i>	-	Cluster Search
<i>January 2004</i>	-	National Search
<i>February</i>	-	Awarding Ceremony

**YOUTH ENTREPRENEURSHIP AND COOPERATIVISM IN SCHOOLS (YECS) PROGRAM  
YECS AWARDS 2003 - 2004**

**EVALUATION INSTRUMENT FOR THE MODEL YECS ORGANIZATION  
AND SCHOOL MANAGEMENT COMMITTEE**

<b>CRITERIA</b>	<b>POINTS ALLOTTED</b>	<b>POINTS GIVEN</b>	<b>REMARKS</b>
<b>A. ORGANIZATION</b>	<i>Total of 15</i>		
1. Conducted wide information dissemination of the YECS program, undergone the recruitment and selection process of the members	2		
2. Have organized the YECS at the start of the school year, coordinated with school administrators regarding the program, and with duly approved constitution and by-laws	2		
3. Have put up a YECS center/corner with creative and functional organizational structure	2		
4. Have complete, neat and proper filing and recording of meetings, trainings, financial matters, and other activities.	2		
5. Have well-defined, well-planned, well-written and well-prepared program of work for the school year	2		
6. The entire membership of the YECS must have underwent the required training and must have qualified as full members with duly issued certificates as such	3		
7. School Management Committee (SMC) is organized and functional	2		
<b>B. TRAINING CONDUCTED AND ATTENDED</b>	<i>Total of 15</i>		
1. The YECS organized a training on cooperativism	4		
2. One run of the BEST Game Trainings consisting of three (3) modules conducted as scheduled pursuant to the prescribed program of activities of the YECS per DepEd Order No. 55, s. 2002	8		
3. Attended other related trainings on cooperativism, entrepreneurship and skills enhancement; plus factor (maximum of 2 points) if School YECS used CD-ROM and/or online distance learning on cooperativism, entrepreneurship and skills enhancement	3		
<b>C. BUSINESS VENTURE</b>	<i>Total of 34</i>		
1. YECS should have established its own business venture as a venue for hands-on training of the student-members. The venture must be imbued with uniqueness and originality of concepts and must show the entrepreneurial and cooperative aspects of the YECS Program.	4		

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<b>CRITERIA</b>	<b>POINTS ALLOTTED</b>	<b>POINTS GIVEN</b>	<b>REMARKS</b>
2. The venture must have been based on a sound and feasible business plan duly approved by the YECS members and approved by the YECS School Management Committee	3		
3. The venture should be totally run and managed actively and directly by the YECS members themselves in the following areas:	<i>Total of 15</i>		
3.1 record keeping, disbursement and accounting	5		
3.2 actual business operations	5		
3.3 student time management in the YECS	5		
4. There is only minimum supervision from the YECS Moderator; and assistance to the YECS members from outside help is also minimal	4		
5. The business venture must be profitable as determined by the following:	<b>Maximum of 6</b>		
5.1 Return of investment is 75% or more	6		
5.2 Return of investment is below 75% but not lower than 50%	4		
5.3 Return of investment is below 50%	2		
6. The dividends must have been shared by student-members. The School YECS must have followed the income distribution scheme provided in the DepEd issuances.	2		
<b>D. OTHER ACTIVITIES UNDERTAKEN</b>	<b>Total of 5</b>		
1. The YECS followed strictly the prescribed and mandated annual schedule/program of activities as provided in Attachment B to DepEd Order No. 55, s. 2002, Annex C	2		
2. The YECS must have organized and participated in activities, other than the required training and business venture, such as trade fairs, competitions and contests in the school, division, regional and national level	3		
<b>E. INNOVATIONS, CREATIVITY AND INITIATIVE</b>	<b>Total of 6</b>		

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<b>CRITERIA</b>	<b>POINTS ALLOTTED</b>	<b>POINTS GIVEN</b>	<b>REMARKS</b>
1. The School YECS has initiated other projects and activities involving not only members of the YECS, but also the school and the immediate community as well.	2		
2. The School YECS must have introduced new, original and creative ideas which could improve and enhance the YECS Program, such innovative and creative ideas having been proven effective and are applicable or capable of being applied on a national scale	2		
3. The School YECS has initiated the use of ICT in cooperative entrepreneurial activities. Plus factor if School YECS employed ICT applications in the business such as spreadsheet, presentations, desktop publishing, website, e-business, and robotics.	2		
<b>F. OVERALL IMPACT</b>	<b>Total of 25</b>		
1. The School YECS has benefited the students, teachers, school, and the community	4		
2. The School YECS is being patronized by students and teachers, in terms of active support, increase in membership and sales	4		
3. The YECS and its activities have been featured or published as news article in local and national magazines or newspapers or even in the school paper.	4		
4. The YECS as a whole enjoys the support of the School Principal and the school community; with strong network and partnership with private individuals, LGUs, other institutions and groups	4		
5. The School YECS received recognition from individuals or groups outside the Department of Education	4		
6. The School YECS' best practices are shared either in the usual media/publications or online through the web	<b>Total of 5</b>		
6.1 Through the usual media/publication	2		
6.2 Through online website	3		
<b>TOTAL</b>	<b>100</b>		

\* The members of the School Management Committee of the winning YECS shall automatically be considered as winners to whom a corresponding award shall be given.

**EVALUATOR**