



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

FEBRUARY 03, 2026

MEMORANDUM

SEARCH FOR 10MOST2026 NOMINATION PERIOD

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public and Private Secondary School Heads/OICs
All Others Concerned

1. Attached is a letter from Mr. Arian Clarence L. Caballero, MBA, Division Head, Muntinlupa Scholarship Division, dated January 30, 2026, on the above-captioned title. This is to inform the field that the nomination period for the 10MOST2026 will officially open on **February 4, 2026**, and close on **March 4, 2026, at exactly 5:00 PM**.
2. Attention is invited to the attached 10MOST Search Guidelines, for reference and guidance. For additional relative information, please access the following 10MOST2026 official link: <http://tinyurl.com/yd72e58p>.
3. Moreover, the participation of public and private schools shall be subject to the no disruption of classes policy stipulated in DepEd Order No. 9, s. 2005 titled, Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith.
4. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES CESO VI

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Enclosure: As stated

References: None

To be indicated in the Perpetual Index
under the following subjects:
SEARCH SCHOLARSHIPS

KSJT / SEARCH FOR 10MOST2026 NOMINATION PERIOD

055 / FEBRUARY 3, 2026

UN-2026-055



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
sdo.muntinlupa@gmail.com
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UN-2026-055



Republic of the Philippines
CITY GOVERNMENT OF MUNTINLUPA
Muntinlupa Scholarship Division



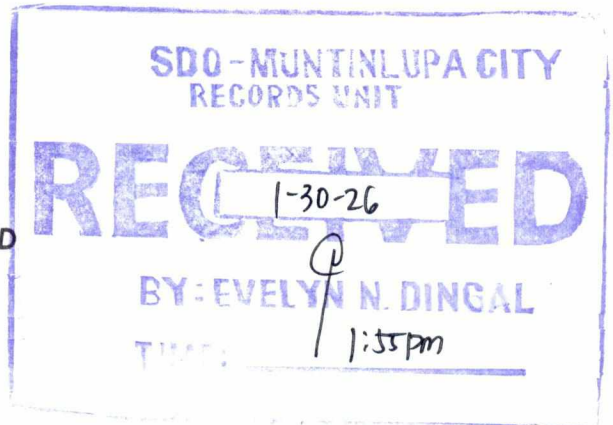
30 JANUARY 2026

DR. VIOLETA M. GONZALES, CESO VI
Officer In Charge
SDO-Muntinlupa City

SUBJECT: SEARCH FOR 10MOST2026 NOMINATION PERIOD

Dear Dr. Gonzales,

Warm greetings!



In reference to our letter dated **20 January 2026** concerning the **Search for the Ten Most Outstanding Students of Muntinlupa (10MOST)**, we respectfully inform your esteemed office that the **nomination period for 10MOST2026** will officially **open on 04 February 2026 and close on 04 March 2026 at exactly 5:00 PM.**

The 10MOST Program serves as one of the City Government of Muntinlupa's flagship youth recognition initiatives, aimed at honoring junior high school students who exemplify academic excellence, leadership, service, and exemplary character. Through this program, we seek not only to recognize outstanding learners, but also to inspire schools and communities to further nurture responsible, values-driven, and high-performing youth leaders.

Enclosed herewith are the **10MOST Search Guidelines** for your reference and guidance. Additional information, including nomination forms and other supporting documents, may be accessed through the following official link:

<https://tinyurl.com/yd72e58p>

In this connection, we earnestly seek the support of your good office in **disseminating this information to all public and private junior high schools** under your jurisdiction, and in **encouraging school heads, teachers, and guidance personnel to identify and nominate deserving students.** our endorsement and assistance will be vital in ensuring that this search reaches a broad and inclusive pool of qualified nominees across the city.

Thank you very much for your unwavering support and commitment to student development.

Very respectfully yours,

ARIAN CLARENCE L. CABALLERO, MBA
Head
Muntinlupa Scholarship Division



10MOST 2026 GUIDELINES

1. The search shall be open ALL Muntinlupa City Public and Private Junior High Schools.
2. Each shall have one (1) Grade 10 Nominee;
3. The following documents shall be required for the nomination of a candidate to the 10MOST 2026 Search:

- a) **Duly accomplished 10MOST 2026 Nomination Form;**
- b) **Notarized Memorandum of Understanding (MOU);**
- c) **Nominee's complete Portfolio**, prepared in accordance with the prescribed guidelines; and
- d) **Proof of Residency and Voter Registration**, certifying that the nominee is a bona fide resident of Muntinlupa City and that **at least one (1) parent or legal guardian is a registered voter of the City**, supported by any of the following documents:
 - Certificate of Residency;
 - Parent's or Guardian's Voter's ID or Voter's Certification issued by the Commission on Elections (COMELEC); and
 - Duly notarized Affidavit of Guardianship or a Court Order appointing the legal guardian, when applicable.

4. The Composition of the 10MOST 2026 Steering Committee is as follows:

A. Arian Clarence L. Caballero Head, MSD	Chairperson
B. Dr. Violeta M. Gonzales Officer in Charge , SDO-Muntinlupa	Vice-Chairperson
C. Dr. Elena E. Presnedi Officer In Charge, PLMUN	Member
D. Dr. Teresita C. Fortuna President, Colegio De Muntinlupa	Member
E. EnP. Alvin F. Veron Head, City Planning and Development Office	Member
F. Ms. Carmel Mata-Gomez 10MOST Alumna	Member

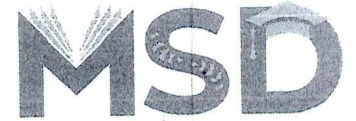
5. Criteria for Selection are as follows:

A. Portfolio/Bid Book	35%
B. Panel Interview	35%
C. IQ Examination	20%
D. Talent/Skills Presentation	10%
TOTAL	100%

6. The Portfolio Review Subcommittee shall be chaired by Dr. Elena E. Presnedi with the assistance of a Vice Chairperson and other additional members, who shall be designated by the Subcommittee Chair in coordination with the Steering Committee.



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Muntinlupa Scholarship Division



7. The portfolio shall be graded as follows:

a. Leadership	25%
b. Community Service Involvement	25%
c. Academic Excellence	25%
d. Competition Won	15%
e. Seminars, Conference and Workshop	10%
TOTAL	100%

8. The Nominee's Portfolio / Bid Book shall follow a standard format prescribed by the Muntinlupa Scholarship Division and must be submitted in soft copy or electronic format. The portfolio shall be prepared using letter-sized layout (8.5 x 11 inches). Covered period for evaluation shall be from Grade 7 to Grade 10.

9. All submitted documents will be handled following the Data Privacy Act of 2012 and used solely for evaluation purposes

10. Deadline of nomination requirements to MSD shall be on or before **March 4, 2026 5:00PM**. Late submissions **SHALL NOT BE ACCEPTED**. Any petition for extension shall be decided upon by the steering committee.

11. The Panel Interview Subcommittee shall be chaired by Dr. Teresita C. Fortuna, with the assistance of a Vice Chairperson and other additional members, who shall be designated by the Subcommittee Chair in coordination with the Steering Committee.

12. The panel interview shall be evaluated based on the following criteria:

a. Substance of Ideas Presented –	40%
b. Reasoning and Organization of Ideas –	30%
c. Grammar and Command of Language –	20%
d. Attitude and Etiquette –	10%

13. The IQ Examination shall be administered by a licensed psychometrician, can be in house or outsourced/third party. The Steering Committee shall have no hand on the tool or instrument used by the Exam Administrator (EA). The EA has the sole responsibility of checking the answer sheets and shall submit the results to the Steering Committee.

14. The Talent and Skills Presentation shall be chaired by Ms. Carmel Mata Gomez with the assistance of a Vice Chairperson and other additional members, who shall be designated by the Subcommittee Chair in coordination with the Steering Committee.



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15. The Talent and Skills presentation shall be graded as follows:

a. Technical Mastery and Skill Proficiency-	40%
b. Expression, Interpretation and Stage Presence-	25%
c. Creativity and Originality	20%
d. Overall Impact	15%
TOTAL	100%

16. The results of the 10MOST2026 shall be announced after all the scores have been tallied and carefully deliberated by the Steering Committee on a set date.

17. The school shall be responsible for the truthfulness of all documents submitted. Any misrepresentation, falsification, act of dishonesty or duplicity shall be considered grounds for outright disqualification.

18. The decision of the Steering Committee on all matters associated to the search shall be final and unappealable.


19. Awards shall be given are as follows:

CATEGORY	AWARDS
Ten (10) Most Outstanding Students	1. College Scholarship; 2. Php 30,000.00 worth of cash incentives (for Rank 1); 3. Php 20,000 worth of cash incentives (for Rank 2-10); 4. Medal of Excellence; 5. 10MOST Plaque; 6. 10MOST Sablay
Other Finalists	1. Php 5,000 worth of cash incentives; 2. Certificate of Participation

20. Pursuant to the prevailing guidelines set by the National Government on minimum health protocols, the 10MOST steering committee reserves the right to change or modify the mode of conduct of any 10MOST related activities whether face to face or virtual




10MOST 2026 STEERING COMMITTEE


ARIAN CLARENCE L. CABALLERO
Head, Muntinlupa Scholarship Division
Chairperson


DR. VIOLETA GONZALES
Superintendent, SDO-Muntinlupa
Vice Chairperson


DR. TERESITA C. FORTUNA
President, CDM
Member


DR. ELENA E. PRESNEDI
President-Emeritus, PLMUN
Member


EnP. ALVIN F. VERON
Head, CPDO
Member


MS. CARMEL MATA-GOMEZ
10MOST Alumna
Member

NOTED AND APPROVED BY:


HON. ROZZANO RUFINO B. BIAZON
City Mayor

DATE