



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

December 5, 2023

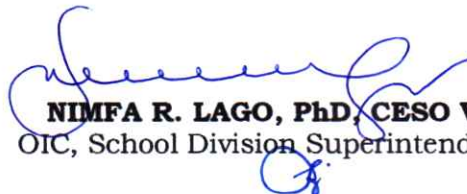
DIVISIONAL MEMORANDUM

NO. 366 s. 2023

**RECOGNITION OF MOST RESPONSIVE FOCAL PERSONS
OR SCHOOL HEADS IN TERMS OF REPORT SUBMISSION**

TO: Assistant School Division Superintendent
Chief Education Supervisors (SGOD and CID)
Public Elementary and Secondary School Heads
This Division

1. Cognizant of the need to recognize school heads or focal persons of the various programs and projects, the School Governance and Operations Division (SGOD) shall recognize and reward school heads or focal persons who demonstrate exceptional responsiveness in the submission of required reports during calendar year 2023.
2. This recognition aims to reward the most responsive school heads / focal persons of their exemplary commitment to timely, accurate, complete and efficient reporting, recognizing that it serves as a cornerstone for effective decision-making, institutional improvement, and transparency. The most responsive school heads or focal persons exhibit a proactive approach to report submission that goes beyond mere compliance.
3. Criteria for this recognition include: Timeliness – 30%, Accuracy and Completeness – 40%, Continuous Improvement – 30%. Recognition of school heads or focal persons shall be conducted during the 2023 G.U.R.O. Awards on December 14, 2023 at the Grand Pavilion Events Place, Catadman-Manabay, Ozamiz City and during the Stakeholders' Convergence cum Brigada Awards at Royal Garden Hotel in January 2024.
4. Immediate and wide dissemination of this Memorandum is highly enjoined.


NIMFA R. LAGO, PhD, CESO VI
OIC, School Division Superintendent



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