



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

January 7, 2025

**DIVISIONAL MEMORANDUM**

No. 011, s. 2025

**RECONSTITUTION OF THE DIVISION PROGRAM ON AWARDS  
AND INCENTIVES FOR SERVICE EXCELLENCE (PRAISE) COMMITTEE**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors (SGOD and CID)  
Administrative Officers V (Administrative Services/Budget)  
Accountant III  
Public Elementary/Secondary School Heads/Department Heads  
This Division

1. In reference to DepEd Order No. 78, s. 2017, on “Strengthening the Program on Awards and Incentives for Service Excellence” of the Department of Education and the Civil Service Commission Memorandum Circular No. 1, s. 2010 on the Program on Awards and Incentives for the Service Excellence, this Office announces the reconstituted composition of Division PRAISE Committee, as follows:

Chairperson:	<b>Dionesio L. Liwagon, Jr., CESE</b> Assistant Schools Division Superintendent
Co-Chairperson/s:	<b>Anacleta A. Gacasan</b> Chief-Education Supervisor Curriculum Implementation Division  <b>Johnnel A. Guangco</b> OIC, Chief-Education Supervisor School Governance and Operations Division
Members:	<b>Dorothy Joy P. Yting</b> Administrative Officer V- Admin. Services  <b>Ivy J. Cabual</b> Administrative Officer V- Budget  <b>Ell June S. Abucay, CESE</b> Planning Officer III



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	<p><b>Adda Liza J. Saquin</b> Administrative Officer IV – Personnel</p> <p><b>Mary Joy G. Doromal</b> SEPS-Human Resource Development</p> <p><b>Rosalyn M. Lato</b> SEPS- Planning and Research</p> <p><b>Anthony P. Marollano</b> SEPS- School Management Monitoring and Evaluation</p> <p><b>Eugenio C. Bucog</b> Principal II President, PESPA</p> <p><b>Lilibeth Y. Abamonga</b> Principal II President, DAPSSHI</p>
Secretariat:	<p><b>Jeanelei L. Carolino</b> Education Program Specialist II- HRD</p> <p><b>Samie B. Aso</b> Education Program Specialist II- SMM &amp; E</p> <p><b>Shenefe B. Lomoctos</b> Project Development Officer I -YFD</p>

2. The Division PRAISE aims to encourage creativity, innovativeness, efficiency, integrity, and productivity in the public service by recognizing and rewarding teaching, non-teaching and teaching-related personnel individually or in groups, for their suggestions, inventions, superior accomplishments and other personal efforts which contribute to efficiency, economy or other improvements in government operations, or for other extraordinary acts or services in the public interest.

3. The Division PRAISE Committee shall be responsible for the development, administration, monitoring and evaluation of the awards and incentives system



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of the agency. As such, the Committee shall meet monthly to perform the following tasks:

- a. Establish a system of incentives and awards to recognize and motivate employees for their performance and conduct;
- b. Formulate, adopt and amend internal rules, policies and procedures on the conduct of activities which shall include the guidelines in evaluating the nominees and the mechanism for recognizing the awardees;
- c. Determine the forms of awards and incentives to be granted;
- d. Prepare plans, identify resources and propose a budget for the system on an annual basis;
- e. Document best practices, innovative ideas and success stories which will serve as promotional materials to sustain interest and enthusiasm; and
- f. Address issues related to awards and incentives.

4. The PRAISE put emphasis on the timeliness of giving award and recognition. Aside from conferment of awards during the traditional or planned awarding ceremonies, the essence of the on-the-spot grant of recognition shall be institutionalized.

5. The PRAISE shall provide both monetary and non-monetary awards and incentives to recognize, acknowledge and reward productive, creative, innovative and ethical behavior of employees through formal and informal mode.

6. Inclusion of personnel to the Division PRAISE is in adherence to this Office's Implementation of Equal Opportunity Policy (EOP) that is regardless of age, gender, sexual orientation, gender identity, ethnicity, civil status, disability, religion, political affiliation, among others.

7. This Office directs the immediate dissemination of this Memorandum.

**NIMFA R. LAGO, PhD, CESO VI**  
Assistant Schools Division Superintendent  
OIC, Office of the Schools Division Superintendent



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Pp: **DIONESIO L. LIWAGON, JR., CESE**  
Assistant Schools Division Superintendent

Encl.: None

Reference: DepEd Order No. 78, s. 2017 and Civil Service Commission Memorandum  
Circular No. 1, s. 2010 on the Program on Awards and Incentives for the Service  
Excellence

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

**PRAISE**

**PERSONNEL**

**RECOGNITION**

JAG/DM Reconstitution of the Division PRAISE  
(Program on Awards and Incentives on Service Excellence) COMMITTEE  
\_\_\_\_ January 7, 2025



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