



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY
Tacloban City

June 22, 2023

DIVISION MEMORANDUM

No. 902 s. 2023

**2023 SEARCH FOR THE MOST OUTSTANDING DEPED REGION VIII
OFFICIALS/EMPLOYEES/SCHOOLS DIVISION OFFICES/SCHOOLS**

**To: OFFICE OF THE ASDS
OFFICE OF THE CID CHIEF
OFFICE OF THE SGOD CHIEF
EDUCATION PROGRAM SUPERVISORS
PUBLIC SCHOOLS DISTRICT SUPERVISORS
SCHOOL HEADS
ALL OTHERS CONCERNED**

1. In compliance with Regional Memorandum No. 534 s. 2023, titled "2023 Search for the Most Outstanding DepEd Region VII Officials/Employees/Schools Division Offices/Schools", this Office hereby announces the 2023 Search for the Most Outstanding DepEd Region VIII Officials/Employees/Schools Division Offices/Schools.
2. This activity aims to encourage creativity, innovativeness, efficiency, integrity, and productivity in the public service by recognizing and rewarding officials, employees, and offices/schools, individually or in groups, for their innovations, inventions, superior accomplishments, and other personal efforts which contribute to the efficiency, economy, or another improvement in government operations, and/or other extraordinary acts or services in the interest of the public.
3. The District PRAISE Committee shall review and select the documents endorsed by the School using the prescribed search criteria. The district nominee with the highest score shall be endorsed to Division PRAISE through HRDS PRAISE Secretariat with the attached required documents.
4. The three (3) Functional Divisions shall pre-assess, recommend and endorse qualified nominees/candidates who will represent with a 70% final rating for the 2023 Regional Search for the Most Outstanding Employees/Schools Division Offices/Schools to Division PRAISE Committee.

5. The deadline for the submission of pertinent documents of school and division nominees at the Division PRAISE shall be on or before **September 1, 2023**. All School and Division nominees shall be endorsed by their immediate head school head with a certified **Nomination Form**. The submission of pertinent documents shall be certified true copies.
6. Validity of the outstanding meritorious accomplishments and training shall be within the last 3 years from the cut-off date set by the Regional PRAISE Committee. **The cut-off date for this year's search is August 31, 2023.**
7. The awards nominees to be endorsed are as follows,
- I. Office of the Schools Division Superintendent (OSDS)**

TYPES OF AWARDS	Focal Persons/Evaluators
I. SDO LEVEL	
A. Most Outstanding Personnel	
1. Administrative Officer V	
2. Human Resource Management Officer	Dr. JAIME LEON T. CARDONA, CESE
3. Supply Officer	
4. Record Officer	FRANCISCO A. ANCHOJAS
5. Legal Officer	ATTY. SOCORRO T. PANCIPANCI
6. Accountant	MARDONIO MACAPUGAS
7. Budget Officer	
8. Information Technology Officer	
9. Administrative Assistant or equivalent position	
10. Administrative Aide	
II. SCHOOL LEVEL	
1. Implementing Unit Bookkeeper/Accountant	
2. Property Custodian	
III. Most Outstanding Schools Division Office	

IV. Curriculum Implementation Division (CID)

Types of Awards	Focal Persons/Evaluators
I. SDO LEVEL	
A. Most Outstanding Personnel	
1. Public School District Supervisor	JAIME LION T. CARDONA
2. Education Program Supervisor	MARK CHESTER ANTHONY G. TAMAYO
3. Division Librarian	JULIETT L. LIM
4. LR PDO II	JESSICA M. ABRIL
B. Most Outstanding Coordinator	
1. MEP Coordinator	NILO M. EDER
2. IPED Coordinator	JOELMA L. DAGAMI
3. TA Coordinator	IMELDA M. GAYAS
4. SPORTS Coordinator	
II. SCHOOL LEVEL	
A. Most Outstanding Teachers (T I-III Category) & (MTs Category)	
1. Kindergarten	
2. Elementary	
3. Junior High School (JHS)	
4. Senior High School Level (SHS)	
5. Alternative Learning System (ALS)	
6. Special Education (SPED)	
7. MADRASAH	

**B. Most Outstanding Personnel
/Coordinator/Adviser**

1. Assistant School Principal

2. JHS Head Teacher Department Head

3. School Librarian

4. Registrar

5. Elementary School Reading Coordinator

6. School Paper Adviser

JAIMIE FLORENT CARDONA

MARK CHESTER ANTHONY
G. TAMAYO

JULIET L. LIM

JESSICA M. ABRIL

NILO M. EDIER

JOELMA I. DAGAMI

IMELDA M. GAYAS

C. Most Outstanding School Head

1. Elementary (Central Category)

2. Elementary (Non-Central Category)

3. Junior High School

4. Secondary Schools (JHS and SHS)

5. Stand Alone Senior High School

6. Integrated School (Elem and JHS/SHS)

D. Best Office/School/Learning Center Award

1. Elementary (Central Category)

2. Elementary (Non-Central Category)

3. Junior High School
3.1 Non-Implementing Unit
3.2 Implementing Unit

4. Secondary Schools (JHS and SHS)
4.1 Non-Implementing Unit
4.2 Implementing Unit

5. Stand Alone Senior High School

6. Integrated School (Elem and JHS/SHS)

III. Schools Governance Operation Division (SGOD)
Types of Awards

Focal Persons/Evaluators

I. SDO LEVEL

A. Most Outstanding Non-Teaching Personnel

1. Planning Officer

2. Engineer

3. Project Development Officer

4. Senior Education Program Specialist

4.1 Human Resource Development

4.2 School Management Monitoring & Evaluation

4.3 Planning & Research

4.4 Social Mobilization & Networking

5. Education Program Specialist

6. Nurse

7. Medical Officer

8. Dentist

B. Most Outstanding Coordinator/Adviser

1. Youth Formator

2. DRRM Coordinator

3. GAD Coordinator

4. SBM Coordinator

JAIMIE LLONTE CARDONA

MELANI D. ESCOBARTE

DELIA M. DE LOS SANTOS

ANGELO V. ALCARAZ

ROGER M. DAGALE

MERIAM M. GUALDRAPA

II. SCHOOL LEVEL

A. Most Outstanding Coordinator/Adviser

1. Youth Formator

2. Wims Coordinator

3. DRRM Coordinator

8 Rewards and Recognition timeline schedule of activities .

Date	Activity	Focal/In charge	Expected Output
July 31, 2023	PRAISE Committee Consultative Meeting	PRAISE Committee Secretariat	Consultative Meeting conducted
Aug 1-4, 2023	Issuance of Memorandum re. 2023 Search for the Most Outstanding DepEd Region VIII Officials Employees Schools Division Office Schools and Composition of Division PRAISE	PRAISE Committee Secretariat	Memorandum issued re. 2023 Search for the Most Outstanding DepEd Region VIII Officials Employees Schools Division Office Schools
Aug 7-11, 2023	Drafting of Division PRAISE Manual	Division PRAISE Committee and Secretariat	Division PRAISE Manual
August 14- to Sep. 1, 2023	Submission of pertinent documents of school and division nominees	Awardees/Nominees /PRAISE Committee	List of qualified nominees for the 2023 Search for the Most Outstanding DepEd Region VIII Officials/Employees/Schools /Division Office/Schools
September 4- September 15, 2023	Conduct pre-assessment/screening and validation of pertinent documents simultaneously by the three (3) functional Division (OSDS, CID, SGOD)	Three (3) Functional Division (OSDS, CID, SGOD)	Screened validated pertinent documents of school and division nominees
September 18-22, 2023	Conduct of Final assessment/screening and validation of pertinent documents of qualified awardees of School & Division PRAISE	Division PRAISE Committee	List of School & Division Awardees per award category
September 22, 2023	Submission of qualified Nominees/awardees to the Division PRAISE Committee	3 Functional Division (OSDS, CID, SGOD) PRAISE Secretariat	Awardees Pertinent documents submitted

September 25, 2023	Submission of pertinent documents of identified School & Division awardees to the Regional Office	PRAISE Secretariat	List of School and Division awardees RO 8 Documents submitted to
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9. Criteria and screening procedure, Nomination Form, and other attachments can be downloaded through the link : <https://tinyurl.com/33a32kut>.
10. Expenses incurred in this activity shall be charged against local funds, subject to the usual accounting and auditing rules and regulations
11. Immediate dissemination of and compliance with this Memorandum are highly desired.


JUDELLA R. LUMPAS, EdD, CESO VI
 Schools Division Superintendent



HUMAN RESOURCE DEVELOPMENT UNIT
 address: 4th Floor, DivEd - Tacloban City
 Real Street, Tacloban City 6500
 Tel. No. (0531) 321-8081

7/27/23
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