



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

DIVISION MEMORANDUM

No. 021, s. 2024

JAN 23 2024

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

To: Asst. Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to Item No. 3 of DepEd Order No. 78, s. 2007 titled *Strengthening the Program on Awards and Incentives for Service Excellence (PRAISE) of the Department of Education*, the PRAISE Committee of the Schools Division of Kabankalan City is hereby reconstituted as follows:

Chair: **MA. TERESA P. GEROSO, CESO VI**, Assistant Schools Division Superintendent

Members: **CECILIA G. ABELLO, PhD**, Chief Education Supervisor – SGOD
JUNRY M. ESPARAR, PhD, Chief Education Supervisor – CID
MERALIE MAE B. GUALDRAPA, Accountant III
ARNOLD S. MAGDAET, Administrative Officer V (General Services)
LYN ROSE E. OTEA, Administrative Officer V (Budget)
CHRIS G. ERABON, Human Resource Management Officer II

Secretariat: **EULYNE D. LUCERNA**, Senior Education Program Specialist (HRD)
KEAN VON G. YUPRACIO, Education Program Specialist II (HRD)

2. The PRAISE Committee of the Schools Division of Kabankalan City shall have the following functions:

- establishing a system of incentives and awards to recognize employees for their performance and conduct;
- preparing the annual plan and budget for the implementation of the Rewards and Recognition System of the SDO;
- crafting and orienting all personnel on the general guidelines for identifying and selecting awardees and amending the same as needed;
- formulating and adopting internal rules, policies, and procedures to govern the conduct of its activities;
- determining the forms of awards and incentives to be granted;
- spearheading the conduct of the annual awarding ceremonies;
- providing technical assistance to the nominees of the SDO to Regional and National awards;
- monitoring and evaluating its activities;
- preparing and submitting its annual accomplishment report to the concerned Field Office of the Civil Service Commission; and
- resolving issues and concerns on awards and incentives.

3. The PRAISE Committee Secretariat shall provide secretariat and technical support to the PRAISE Committee in carrying out its activities and tasks.

4. Furthermore, this Office has ensured that there was no discrimination on the account of age, gender, civil status, disability, religion, ethnicity, political affiliation, or any





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other similar factor or circumstance that run counter to the principles of equal opportunity in the designation of the members of the PRAISE Committee and its Secretariat.

5. Strict compliance of the PRAISE Committee and its Secretariat to and wide and immediate dissemination of this Memorandum are desired.

MICHELL L. ACOYONG, CESO VI
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent