



Republic of the Philippines
Department of Education

Region XII
City Schools Division of Tacurong

September 3, 2026

DIVISION MEMORANDUM

OSDS-2026-167

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

To: Assistant Schools Division Superintendent
Chiefs of CID and SGOD
Education Program Supervisors
Division Office Personnel
Cluster Heads
Elementary and Secondary School Heads
Teachers and Non-Teaching Personnel
All Concerned
This Division

1. Pursuant to CSC MC No. 01, s. 2021, DepEd Orders No. 9, s. 2022 and No. 78, s. 2007, the DepEd SDO Tacurong City Division Office reconstitutes the Program on Awards and Incentives for Service Excellence (PRAISE) Committee, to wit:

Chairperson : **AYESHA P. PIÑOL**
OIC-Assistant Schools Division Superintendent

Vice Chairperson : **MAYFLOR D. ROMUALDO**
Chief, SGOD

Members : **RANDY B. PORRAS**
Chief, CID

PAMELA C. JAMIAS
Master Teacher II

ZENAIDA B. PORRAS
AO V – Admin. Services

ERNIE P. PAMA
Education Program Supervisor

SHERYLL A. MORADAS
AO V - Budget

JONEL G. SOLOMON
Accountant III



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GLEND A P. ORCINADO

Administrative Officer IV (HRMO)

JOEY M. LOZANO

Information Technology Officer I
(2nd Level Employees Representative)

CHATRYN MAE L. SERON

Administrative Assistant III
(1st Level Employees Representative)

Secretariat

:

GLENNBELLE GUIA F. SAJOR

Administrative Aide VI

ELLEN ROSE L. BADE

Administrative Assistant III

2. The PRAISE Committee shall be responsible for the development, administration, monitoring and evaluation of the awards and incentives system of the Division. As such, the Committee shall perform the following tasks:

- 2.1. establish a system of incentives and awards to recognize and motivate employees for their performance and conduct;
- 2.2. formulate, adopt and amend internal rules, policies and procedures to govern the conduct of its activities which shall include the guidelines in evaluating the nominees and the mechanisms for recognizing the awardees;
- 2.3. determine the forms of awards and incentives to be granted;
- 2.4. monitor implementation of approved suggestions and ideas through feedback and reports;
- 2.5. prepare plans, identify resources and propose budget for the system on an annual basis;
- 2.6. develop, produce, distribute a system policy manual and Orient the employees on the same;
- 2.7. document best practices, innovative ideas and success stories which will serve as promotional materials to sustain interest and enthusiasm;
- 2.8. submit an annual report on the awards and incentives system to the CSC on an agreed date;



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- 2.9. monitor and evaluate the system's implementation every year and make essential improvements to ensure its suitability to the division;
 - 2.10. address issues relative to awards and incentives within fifteen (15) days from the date of submission.
 3. All members Of the PRAISE Committee shall observe the provisions of CSC MC NO. 01, s.2001 and DepEd Orders No. 9, s. 2002 and 78, s. 2007.
 4. This Memorandum shall take effect immediately and remain in force until rescinded by the Head of Office.
 5. Wide dissemination of this memorandum is desired

CARLOS G. SUSARNO, PhD., CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Enclosure: None
Reference: CSC MC No. 01, s. 2001, DepEd Order No. 9, s. 2002, DepEd Order No. 78, s. 2007
To be included in the Perpetual Index under the following Subjects:

AWARDS

COMMITTEE

INCENTIVES

PRAISE

ZBP/OSDS/DM / RECONSTITUTION OF THE DIVISION OFFICE PROGRAM ON AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE (PARISE) COMMITTEE/ SEPTEMBER 3, 2026



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