



Republic of the Philippines
Department of Education
MIMAROPA REGION
SCHOOLS DIVISION OF MARINDUQUE



Office of the Schools Division Superintendent

June 14, 2023

DIVISION MEMORANDUM

No., **38**, 2023

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

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary and Secondary Schools
All Others Concerned

1. In accordance with CSC MC No.3, s.2012 entitled "Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) and in order to strengthen the implementation of DepEd Order No. 9, s. 2002 entitled "Establishing Program on Awards and Incentives for Service Excellence (PRAISE) Committee in the Department of Education, the PRAISE Committee in Schools Division of Marinduque is hereby reconstituted, to wit:

Chairperson: **FELIX M. FAMARAN**
Assistant Schools Division Superintendent

Co-Chair: **MA. CECILIA S.MANAY**
Chief Education Supervisor, SGOD

Members: **FLORIE M. REGENCIA**
Education Program Supervisor, Filipino

MAY BERNADETH O. DE LA ROSA
Administrative Officer V

JHON DHELTER P. PASTRANA
Accountant III, Finance Section

RONNEL R. REAL
Principal II
MPSTA President

EPS-SPP

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Malusak, Boac, Marinduque

Email: deped_marinduque@yahoo.com • Tel. No.: (042) 332-1009 • Fax No.: (042) 332-1611

MARIA LOURDES P. RICOHERMOSO

Public Schools District Supervisor
(Alternate MPSTA Representative)

RUBY M. TAN

Administrative Officer IV, Supply Section
NEU Division Chapter Representative

RANDY A. LLENA

Administrative Assistant III
(Alternate NEU Division Chapter Representative)

Secretariat:

KYLE DAVID V. ATIENZA

Senior Education Program Specialist, HRDS

ABET R. FAUNDO

Education Program Specialist, HRDS

DAVID M. ZOLETA JR.

Information Technology Officer I

MAITA M. LAZARES

Education Program Supervisor, SGOD

2. The tenure of membership in the committee of teachers' representatives as well as non-teaching representatives shall be two (2) years.
3. The duties and responsibilities of the Division PRAISE Committee are as follows:
 - a. implement the welfare and benefit programs in the division to include granting of awards and incentives to teachers and non-teaching personnel who have rendered meritorious service or excellent performance;
 - b. formulate and establish internal rules, policies, and procedures in the division to govern the conduct of activities which shall include the guidelines in evaluating the nominees and the mechanism for recognizing the awardees;
 - c. monitor the implementation of PRAISE Program in the Division.
4. The functions of the Division PRAISE Committee Secretariat are as follows.
 - a. monitor the implementation of PRAISE Program in the Division;
 - b. prepare notices and agenda for PRAISE Committee meetings on screening, deliberations and other similar activities;
 - c. document and maintain database of PRAISE Committee deliberations including pertinent records of employees.
5. Immediate dissemination of this Memorandum is hereby directed.


LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent **W**

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

PRAISE PRIME-HRM

EPS-SPP

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