



REPUBLIC OF THE PHILIPPINES
Department of Education
REGION V
SCHOOLS DIVISION OFFICE OF SORSOGON

March 26, 2025

DIVISION MEMORANDUM

No. 96, s. 2025

**YEAR- END PERFORMANCE RECOGNITION FOR TEACHERS
SEARCH FOR OUTSTANDING TEACHER FOR SCHOOL YEAR 2024-2025 IN
COLLABORATION WITH THE DIVISION PROGRAMS ON AWARDS AND INCENTIVES
FOR SERVICE EXCELLENCE (PRAISE)**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads and Teachers
Private Elementary and Secondary Administrators and Teachers
Alternative Learning System Teachers

1. In line with the revised Policies on Employee Suggestions and Incentive Awards System (ESIAS) provided under CSC Resolution No. 010112 and CSC MC No. 01 s. 2001 and DepEd Order No. 9, s. 2002, the Department of Education Schools Division Office of Sorsogon adopts the herein Program on Awards and Incentives for Service Excellence (PRAISE) for all Regular Permanent Teachers both in Elementary and Secondary Public and Private Schools and Alternative Learning System Teachers on Search for Outstanding Teacher for School Year 2024-2025.
2. The activity aims to:
 - a) Honor and recognize exemplary performance of teachers in SDO Sorsogon Province.
 - b) Establish a system of incentives and awards to recognize and motivate teachers for their performance and conduct.
 - c) Provide incentives/rewards to motivate teachers who have contributed ideas, suggestions, inventions, innovations, discoveries, and other personal efforts
 - d) Acknowledge and emphasize the crucial role, loyal service, and dedicated commitment of teachers in developing globally-minded citizens, nurturing families, strengthening communities, and building the nation.
 - e) Recognize best instructional practices, outstanding accomplishments, superior performance and exemplary behavior of teachers
 - f) Revitalize the image of and respect for teaching as a vocation by increasing public awareness of the value of teachers in Philippine society.
 - g) Take the occasion as an opportunity to build the image of teaching as an attractive and fulfilling profession; generate widespread support and assistance for teachers; and



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REPUBLIC OF THE PHILIPPINES
Department of Education
REGION V
SCHOOLS DIVISION OFFICE OF SORSOGON

h) Express gratitude for the positive influences of teachers on Filipino learners.

3. The Schools Division of Sorsogon Province will conduct the School Year 2024-2025 Search for Most Outstanding Teacher from March ___ to May 2025. The search is open to all regular permanent elementary and secondary teachers of both public and private schools and Alternative Learning System Teachers with **at least 5 years of teaching experience**. This Office promotes equal opportunity to all DepEd Sorsogon Province teachers to participate in the awards and recognition activities regardless of age, gender, race, civil status, ethnicity, political and religious affiliations and physical attributes.
4. The school-level elimination shall be conducted through School PRAISE to have their representative to the district level elimination which will be chaired by their respective Public Schools District Supervisors.
5. The criteria for evaluation of documents will be as follows:

CRITERIA	Percentage
Educational Innovation	35%
Effectiveness and Learners' Impact	35%
Personal and Professional Integrity	15%
Contributions to Community	15%
TOTAL	100%

6. Each district will have their **Top 5** but will only submit one (1) nominee using the attached nomination form together with the transmittal of documents addressed to the Assistant Schools Division Superintendent on or before April 30, 2025. These **23 semi-finalists** will undergo division elimination to get the Top 10 finalist who will then have the final interview with external panel of judges for **Top 3**. The school and district nominees will receive Certificate of Appreciation.
7. The district-level selection committee will be composed of the Public Schools District Supervisor, President of the School Heads of the district association and the third member will be the president or vice president of the teacher's organization in the district.
8. The Division Selection Committee will be chaired by the Assistant Schools Division Superintendent together with the Division PRAISE committee and the members of Rewards and Recognition of PRIME – HRM.



REPUBLIC OF THE PHILIPPINES
Department of Education
REGION V
SCHOOLS DIVISION OFFICE OF SORSOGON

CHERYLL V. BERMUDO, CESE	Assistant Schools Division Superintendent Division PRAISE Chairperson
PAUL ANDY D. DEBLOIS	Accountant III
GINA Q. TAROG, PhD	Chief Education Supervisor, CID
JOHN REY J. PEREZ	Chief Education Supervisor, SGOD
ATTY. ALLANA ERICA D. CORTEZ	Administrative Officer IV – HRMO
REX T. BARBIN	EPS – SGOD / Representative of Employees Union
ALVIN T. ROSARE	EPS
ISAIAS A. BERMAS	PSDS
ELVIE J. FIGUEROA	School Head
LANCE EDWARD A. RENOVALLES	Non- Teaching AO II
JOHN HIDEA	AO II (ICT)
ROMAN B. JEBULAN	SEPS for PRS
NICANOR P. BAILON	EPS II for ALS

9. **International, national, regional and previous awardees of same search are no longer eligible** to join to give other deserving individuals a fair opportunity to be recognized for their outstanding accomplishments.

10. The schedule of the search will be as follows:

ACTIVITIES	DATE	IN-CHARGE
1)Announcement to the field through Division Memorandum	SDO Sorsogon Province March 31, 2025	SDS, ASDS, Division PRAISE Committee Elvie J. Figueroa
2) School Elimination	School April 7-11, 2025	School Heads School PRAISE Committee
3)District Elimination	District per Municipality April 21-25, 2025	Public Schools District Supervisor District PRAISE Committee
4)Submission of District Entries to SDO	SDO Sorsogon Province April 30, 2025	ASDS Cheryll V. Bermudo Division PRAISE Chairman Division PRAISE Committee
5)Division Elimination to get Top 10	SDO Sorsogon Province, Bulwagan ng Karunungan May 15, 2025	ASDS Cheryll V. Bermudo Division PRAISE Chairman Division PRAISE Committee



REPUBLIC OF THE PHILIPPINES
Department of Education
REGION V
SCHOOLS DIVISION OFFICE OF SORSOGON

6) Final Interview for Top 3	SDO Sorsogon Province Bulwagan ng Karunungan May 21, 2025	ASDS Cheryll V. Bermuc
7) Announcement of Winners through Division Memorandum	SDO Sorsogon Province May 23, 2025	SDS, ASDS Division PRAISE Committee
8) Awarding of Winners	Sorsogon Convention Center / Sorsogon Cultural Center for the Arts June, 2025	SDS, ASDS Division PRAISE Committee Technical Working Group
7) 2 nd Division Management Committee Meeting	Sorsogon Convention Center/ Sorsogon Cultural Center for the Arts June, 2028	SDS, ASDS Division PRAISE Committee Technical Working Group

11. Enclosed are the nomination form, guidelines and rubrics for the search.

12. For Information, guidance and compliance.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent



REPUBLIC OF THE PHILIPPINES
Department of Education
REGION V
SCHOOLS DIVISION OFFICE OF SORSOGON

Enclosure 1 to Division Memorandum No. _____ s. 2025

**CRITERIA FOR THE SEARCH FOR MOST OUTSTANDING TEACHER FOR SCHOOL
YEAR 2024-2025**

A. Educational Innovation	35%
B. Effectiveness and Learners Impact	35%
C. Personal and Professional Integrity	15%
D. Contribution to Community	15%
TOTAL	100%

Definition:

- 1. TEACHING PERSONNEL** – personnel / employee regardless of age, gender, race, civil status, ethnicity, political and religious affiliations and physical attributes which directly involve in teaching learners in a classroom, learning center or resource room. These include regular Classroom Teachers, Master Teachers, Special Education Teachers, ALIVE Teachers and Alternative Learning System Mobile Teachers

Detailed Indicators

CRITERIA	PERCENTAGE
1. Educational Innovation	35%
• Project proposal	
• Results and documentation	
• Terminal report	
• Other related documents	
a. creativity involved in its design and use	15%
b. relevance and responsiveness to prevailing needs, challenges and circumstances of learners/school/peers	10%
c. resourcefulness and adaptability in developing materials for teaching and learning	10%
2. Effectiveness and Learners Impact	35%
• Assessment data	
• Project proposal	
• Results and documentation	
• Terminal report	
• Other related documents	
a. Proof of learning among learners	15%
b. Excellence in implementation and attainment of the goods of innovative practices	10%



REPUBLIC OF THE PHILIPPINES
 Department of Education
 REGION V
 SCHOOLS DIVISION OFFICE OF SORSOGON

c. Potential for sustainability, replicability, scalability of innovations, mobilizations, utilizations and management of resources	5%
d. Learners' empowerment	5%
3. Personal and Professional Integrity	15%
<ul style="list-style-type: none"> • Certification • Other documents 	
a. As a law-abiding responsible citizen	5%
b. Possesses professional ethics	5%
c. Have initiative and teacher agency	5%
4. Contribution to Community	15%
<ul style="list-style-type: none"> • Documents on community involvement and its impact and other related activities 	
<ul style="list-style-type: none"> • Proposal • MOA • Certificates • Documentation 	
a. Effect behavior changes in their community	5%
b. Make an Impact on their communities	5%
c. Are recognized by peers/external community	5%
TOTAL	100%