



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

May 09, 2025

DIVISION MEMORANDUM

No. 129, S. 2025

RECONSTITUTING THE DIVISION PROGRAM ON AWARDS AND INCENTIVES FOR
SERVICE EXCELLENCE (PRAISE) COMMITTEE

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Public Schools District Supervisors
Education Program Supervisors
Division Coordinators
SDO Unit/Section Heads
Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel
All Others Concerned

1. In line with the Revised Policies on Employees Suggestions and Incentive Awards System (ESIAS) provided under CSC Resolution No. 010112 and CSC MC No. 01, s. 2001, and aligned to DepEd Order No. 09, s. 2002, the Department of Education - Schools Division Office of Sorsogon Province adopts the policy guidelines to institutionalize the **Program on Awards and Incentives for Service Excellence (PRAISE), OMAW (Outstanding and Meritorious Acts at Work) Awards as provided in the Division Memorandum No. 123, s. 2025 and announces the new composition for Calendar Year 2025 onwards:**

Chairperson: **CHERYLL V. BERMUDO, CESE**
Assistant Schools Division Superintendent

Members: **GINA Q. TAROG** **JOHN REY J. PEREZ**
Chief ES, CID *Chief ES, SGOD*

ALVIN T. ROSARE **ISAIAS A. BERMAS**
Education Program Supervisor *Public Schools Dist. Supervisor*

JOMAR E. ENGUERRA **VALENTINA E. HUGO**
Administrative Officer V (Admin) *Administrative Officer V (Budget)*

PAUL ANDY D. DEBLOIS **ATTY. ALLANA ERICA D. CORTES**
Accountant III *Admin. Officer IV (HRMO)*

NICANOR P. BAILON **ELVIE J. FIGUEROA**
Education Program Specialist *Principal II / Division Coordinator*
ALS

MICHAEL G. DOMANAIS **PESPA/SAPPSHI President**
Principal I **NEU President Representative**



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Secretariat:

BERNADETTE R. BEDIS
SEPS – HRD

MA. PATRICIA D. MARTIRES
Administrative Officer II

EILLEN BACHILLER
Administrative Officer II

LANCE EDUARD A. RENOVALLES
Administrative Officer II

2. The Division PRAISE Committee shall be responsible for the development, administration, monitoring and evaluation of the awards and incentive system of the Schools Division Office of Sorsogon Province. As such, the committee shall meet periodically and perform the following tasks to wit:
- a. establish a system of incentives and awards to recognize and motivate employees for their performance and conduct.
 - b. formulate, adopt and amend internal rules, policies and procedures to govern the conduct of activities which shall include the guidelines in evaluating the nominees and the mechanism for recognizing the awardees.
 - c. determine the forms of awards and incentives to be granted.
 - d. monitor the implementation of approved suggestions and ideas through feedback and reports.
 - e. prepare plans, identify resources and propose budget for the system on an annual basis.
 - f. develop, produce, distribute a system policy manual and orient the employees on the same.
 - g. document best practices, innovative ideas and success stories which will serve as promotional materials to sustain interest and enthusiasm.
 - h. submit an annual report on the awards and incentives system to the Civil Service Commission on or before the 13th day of January.
 - i. monitor and evaluate the system's implementation every year and make essential improvements to ensure sustainability to this agency; and
 - j. address issues relative to awards and incentives within fifteen (15) days from the date of submission.
3. Immediate and wide dissemination of this Memorandum is desired.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent
 



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