



**Republic of the Philippines**  
**Department of Education**  
REGION VI-WESTERN VISAYAS  
SCHOOLS DIVISION OF KABANKALAN CITY

**DIVISION MEMORANDUM**  
NO. 252, s. 2023

JUL 04 2023

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

To: OIC - Asst. Schools Division Superintendent  
Chiefs, CID & SGOD  
Public Schools District Supervisors  
Public Elementary & Secondary School Heads  
All Others Concerned

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

Chairman:	Lea C. Belleza EdD
Members:	Cecilia G. Abello PhD
	Junry M. Esparar PhD
	Meralie Mae B. Gualdrapa CPA, MBA
	Arnold S. Magdaet
	Lyn Rose E. Otea
Secretariat:	Eulyne D. Lucerna
	Kean Von G. Yupracio

2. The Division PRAISE Committee shall:

- 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 its activities which shall include the guidelines in evaluating the nominees and mechanism for recognizing the awardees;
- c. determine the forms of awards and incentives to be granted;
- d. determine the set and schedule of awards to be given every year;
- e. gather suggestions and ideas on rewards and recognition from employees through feedback and reports;
- f. monitor the implementation of approved suggestions and ideas through feedback and reports; and
- g. prepare plans, identify resources and propose budget for the system on an annual basis.



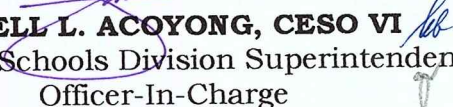
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3. The PRAISE Secretariat shall:
- a. provide technical assistance/support to the PRAISE Committee in the implementation of the system;
  - b. drafts the criteria for each award category, presents these to the Committee, and finalizes criteria after thorough review and deliberations from committee members;
  - c. prepares minutes of meetings undertaken by the Committee;
  - d. prepares accomplishment report after every activity conducted relative to Rewards and Recognition; and
  - e. develop a database for rewards and recognition.
4. Immediate dissemination of and compliance with this Memorandum are desired.

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



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