



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

DEPARTMENT OF EDUCATION
SDO-Iriga City RECORDS SECTION

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TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA

September 1, 2026

DIVISION MEMORANDUM
No. 458 s. 2026

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

To: Assistant Schools Division Superintendent
Chiefs, SGOD and CID
OIC-Public Schools District Supervisors
Heads, Elementary and Secondary Schools
Heads, Section/Unit Offices
Teaching and Non-teaching Personnel
All Others Concerned

1. Pursuant to Civil Service Commission (CSC) Memorandum Circular No. 01, s. 2001 relative to Program on Awards and Incentives for Service Excellence (PRAISE) and DepEd Order No. 9, s. 2002 titled Establishing the Program on Awards and Incentives for Service Excellence, the Composition of the Division Program on Awards and Incentives for Service Excellence (PRAISE) Committee is reconstituted as follows:

Chairperson	:	Maria-Magnolia F. Briosio OIC Schools Division Superintendent
Co-Chairperson	:	Maylani L. Galicia Assistant Schools Division Superintendent
Members	:	Jerson V. Toralde Chief ES, CID Noel G. Cabaltera Chief ES, SGOD Salvacion E. Bermejo Accountant III Lourdes B. Azcarraga AO-V Budget



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Arthur M. Ramboyong

Administrative Officer V

Leo B. Sarmiento

ICPSTEA President

Sharon C. Saldo

NEU Iriga City Chapter President

Secretariat

:

Maria Lourdes B. Bayta

AO IV Personnel

Princess V. Bitao

Administrative Assistant III

2. The Division PRAISE Committee, in coordination with the Regional PRAISE Committees, shall be responsible for the development, administration, monitoring and evaluation of the Rewards and Recognition (R&R) System within DepEd Iriga City. The Committee shall also be responsible for the implementation of the system at the division level, including the evaluation of nominations for regional or higher level awards such as the CSC Honors Award Program (HAP), and other awards.
3. The Division PRAISE Committee shall ensure that the R&R Program designing/formulation, nomination, screening and deliberations, and awarding shall be in accordance with the Equal Opportunity Principle (EOP). Equal opportunities shall be given to all employees of the division, including those belonging to specialized groups. The Committee shall ensure that the said groups should not be left behind because of their limitations and restrictions.
4. The Division PRAISE Committee is responsible in making reasonable steps to prevent discrimination, harassment, abuses and violations in the R&R System.
5. The Division PRAISE Committee shall ensure that EOP is in place by educating/orienting its officials and employees and ensure strict implementation and compliance of this principle by all offices and employees.
6. The Division PRAISE Committee shall ensure the continued observance of the EOP by using methods that appeal to all.



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7. The Division PRAISE Committee shall spearhead activities to comply with the standard requirements:
 - a. development of an enhanced PRAISE policy, incorporating provisions and guidelines for EOP implementation vis-a-vis R&R;
 - b. recommend to top management the approval of customized nomination and announcement forms developed by relevant HR units;
 - c. conduct a periodic review of the R&R System; and
 - d. provide capacity building for Division officials and Heads of Sections/Units to orient them with respect to their roles on R&R.
8. To ensure success of the program, all members are enjoined to actively participate in all meetings and their undertakings can be included in their respective Individual Performance Commitment and Review Forms (IPCRFs) and Key Results Areas (KRAs).
9. This memorandum shall take effect immediately upon its issuance and shall remain effective and in force until otherwise repealed and/or modified.
10. For information and guidance.

MBL

MARIA-MAGNOLIA F. BRIOSO
OIC Schools Division Superintendent



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