



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools
 Division Superintendent**

20 JUL 2023

DIVISION MEMORANDUM

No. 513, s. 2023

**ADJUSTMENT ON THE DIVISION TAPOC SEARCH TIMELINE OF ACTIVITIES
 AND DISSEMINATION OF REGIONAL MEMORANDUM NO. 0490, S. 2023,
 TITLED: "SEARCH FOR 2023 DEPED REGION VII
 PASIDUNGOG AWARDEES"**

To: Assistant Schools Division Superintendent
 Chief, CID and SGOD
 Division Education Program Supervisors
 Public Schools District Supervisors/District In-Charge
 All Others Concerned

1. This office disseminates to the field and division personnel the **Search for 2023 DepEd Region VII Pasidungog Awardees** to recognize and reward the teaching, teaching-related, non-teaching personnel, and third level officials who have made meritorious contributions to the attainment of the organization's goals and objectives of their assigned Schools and Schools Division Offices (SDOs).
2. Relative to the timeline set in RM #0490, s. 2023, this office hereby adjusts the schedule of activities of the Division TAPOC Search as follows:

Activities	Original Timeline/ Schedule (per DM # 402, s.2023)	Adjusted Timeline/ Schedule	Venue/Platform	Participants
Meeting of PRAISE Committee	August 3, 2023	August 3, 2023	Division Office	PRAISE Committee
Virtual Orientation on TAPOC Search	August 4, 2023	August 4, 2023	MSTeams	School Heads, Teachers, Non-Teaching & Teaching Related



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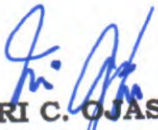
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**Office of the Schools
Division Superintendent**

Submission of Forms 1-3, MOVs & 5 min. AVP	August 14-18, 2023	August 14-18, 2023		Nominees
PRAISE Orientation Review/ Perusal of Entries & Selection of Shortlist	August 29-31/September 1, 2023	August 29-31/September 1 & 4, 2023	Division Office	PRAISE Committee, Validators & Evaluators
On-site/Virtual Validation of the Shortlisted Nominees	September 4-6, 2023	September 5-8, 2023		PRAISE Committee, Validators & Evaluators
Finalization of Results	September 7-8, 2023	September 11-13, 2023	Division Office	
Announcement of Rank 1/ Regional Nominees	September 8, 2023	September 14, 2023	Division Memorandum	
Submission of Entries to Region	September 11, 2023	September 25 to October 2, 2023	Region 7	

3. Attached is the copy of RM # 0490, s. 2023, for details.

4. For compliance and widest dissemination of this Memo is desired.


NERI C. OJASTRO EdD, CESE
Schools Division Superintendent
7/19/23


NCO/ MKP-JMA/NLR/OASDS-A/ JMA/mvt
07/19/2023



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Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

JUL 13 2023

REGIONAL MEMORANDUM

No. **0490**, s. 2023

SEARCH FOR 2023 DEPED REGION VII PASIDUNGOG AWARDEES

To: Schools Division Superintendents
Assistant Schools Division Superintendents
All Others Concerned

1. Pursuant to DepEd Order No. 09, s. 2002 entitled *Establishing the Program on Awards and Incentives for Service Excellence (PRAISE) in the Department of Education*, Regional Memorandum No. 273, s. 2020 entitled *Policy of the Department of Education Regional Office VII Pasidungog (DEPED RO VII PASIDUNGOG)*, and in adherence to Civil Service Commission (CSC) PRAISE Program, this Office announces the **Search for 2023 DepEd Region VII Pasidungog Awardees**.
2. This year's *Pasidungog* shall recognize and reward teaching, teaching-related, non-teaching personnel, and third level officials who have made meritorious contributions to the attainment of the organization's goals and objectives of their assigned Schools and Schools Division Offices (SDOs).
3. This program shall also give recognition to schools and SDOs that put exceptional efforts in the delivery of quality basic education services.
4. The award categories for the 2023 DepEd Region VII *Pasidungog* are the following:

Award Categories

A. Individual Category

1. Most Outstanding Teachers

- 1.1 T1-MT3 (K-6 teachers)
- 1.2 T1-MT3 (G7-G12 teachers)
- 1.3 SPED (K-12)
- 1.4 ALS

2. Most Outstanding School Head

- 2.1 Elementary
- 2.2 Secondary

3. Most Outstanding Teaching-Related Personnel

- 3.1 District
 - 3.1.1 Public Schools District Supervisor (PSDS)
- 3.2 Division
 - 3.2.1 Education Program Specialist II (EPS-II)/ Senior Education Program Specialist (SEPS)
 - 3.2.2 Education Program Supervisor (EPS)
 - 3.2.3 Chief Education Supervisor (CES)



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3.3 Region

- 3.3.1 Education Program Specialist II (EPS-II)
- 3.3.2 Education Program Supervisor (EPS)
- 3.3.3 Most Outstanding Functional Division Chief
(Chief Education Supervisor (CES)/Chief
Administrative Officer (CAO))

4. Most Outstanding Non-Teaching Personnel

- 4.1 Level 1 (School, Division & Region)
- 4.2 Level 2 (School, Division & Region)

5. Most Outstanding 3rd Level Official

- 5.1 Most Outstanding Superintendent
- 5.2 Most Outstanding Assistant Superintendent

B. School Category

1. Most Outstanding Elementary School

- 1.1 Small
- 1.2 Medium
- 1.3 Large
- 1.4 Very Large

2. Most Outstanding Secondary School

- 2.1 Small
- 2.2 Medium
- 2.3 Large
- 2.4 Very Large

C. Schools Division Office Category

1. Most Outstanding Schools Division Office

- 1.1 Small
- 1.2 Medium
- 1.3 Large

5. The documents of each nominee with labels/tabs shall be submitted to this Office in a long white folder or thru MS Teams (Pasidungog 2021-2023) by SDO R & R focal person following this order:

- a. R & R Form 1: Nomination Form (Must be fully accomplished)
- b. R & R Form 2: Nomination Write-up for all Categories (Executive Summary to be written by the nominating party. Specify why the Nominee deserves the award).
- c. R & R Form 3: Omnibus Certification for Individual & Group Categories (All documents must be submitted as attachments).

6. The Regional/Division PRAISE committee shall conduct the screening and evaluation process following the set of criteria per category. The committee shall proclaim all **Rank 1** per category per level as Regional/Division winners/awardees.

7. For the evaluation criteria, mechanics, forms, and other relevant information of this undertaking, refer to Regional Memoranda No. 273, s. 2020.


8. Specified below are the schedule of activities and venues relative to the said search.

Activities	Date	Venue
Selection/Submission of entries, forms, documents to the Division Office	August 10 to September 01, 2023	Schools Division Office
Selection/Submission of entries, forms 1, 2 & 3 to the Regional Office, addressed to the Regional Director SALUSTIANO T. JIMENEZ JD, EdD & attention HRDD Chief MISAEAL G. BORGONIA	September 02 to October 02, 2023	Regional Office (Records Section)
Regional Screening Process		
A. Evaluation of Documents	October 06-20, 2023	Regional Office (Conference Room/ HRDD Office)
B. On - site validation (if necessary)	October 23 to November 20, 2023	
C. Consolidation of Results	November 21-24, 2023	
Awarding Ceremonies	To be announced in a separate memorandum.	

9. All expenses incurred relative to the conduct Screening Process and other related activities shall be charged to the School/Division/Region Office funds/Local funds, subject to the usual accounting and auditing rules and regulations.

10. For inquiries and clarifications, you may contact the Regional PRAISE Committee Chair and Assistant Regional Director Atty. Fiel Y. Almendra or HRDD office at 09457623193, local numbers 729 and 730, and look for Mr. Misael Borgonia, CES, HRDD or Dr. Mitchelin L. Micabani, EPS, HRDD, Regional R and R Focal Person.

11. Immediate and wide dissemination of this Memorandum is desired.


SALUSTIANO T. JIMENEZ JD, EdD, CESO V
 Director IV
 Regional Director 