



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

DIVISION MEMORANDUMNo. 622, s.2025**RECONSTITUTING THE DIVISION PROGRAM ON AWARDS AND INCENTIVES
FOR SERVICE EXCELLENCE (PRAISE)**

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary, Secondary and Integrated School Heads
SDO Proper Personnel
All Others Concerned

1. In line with DepEd Order No. 78, s. 2007 titled, "Strengthening the Program on Awards and Incentives for Service excellence of the Department of Education" and CSC MC No. 1, s. 2001, this Division updates the PRAISE Committee.
2. The program aims to encourage, recognize, and reward employees, individually or in groups, for their suggestions, innovative ideas, inventions, discoveries, superior accomplishments, heroic efforts, exemplary behavior, extraordinary acts or services in the public interest, and other personal efforts contributing to efficiency, economy and improvement in government operations which lead to organizational productivity.
3. The PRAISE Committee in this SDO shall be reconstituted as follows:

PROGRAM ON AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE (PRAISE) (DepEd Order No. 78, s. 2007 and CSC MC No. 1, s. 2001)	
POSITION	NAME
CHAIR: Schools Division Superintendent or his/her duly authorized representative who will act as Chairperson	Dr. Annie D. Pagdilao, CESO VI Assistant Schools Division Superintendent
MEMBERS	
Head of Budget and Finance	Mary Joy P. Suero Budget Officer III
Highest Administrative Officer (In-charge of Personnel Management)	Atty. Kim R. Tagorda Administrative Officer V
Any of the Chiefs of the Elementary, Secondary, ALS or Health and Nutrition	Rodrigo Q. Reyes Jr. Chief, School Governance and Operations Division
Representative of Teachers Association	Crispulo V. Arquero III Master Teacher I President, Vigan City Teacher's Association
HRD Representatives	Princess G. Torricer Senior Education Program Specialist
	Greatest Yeng C. Molina Administrative Officer IV

4. The functions of the PRAISE Committee shall:
 - a. be responsible in implementing the welfare and benefit programs in the SDO;
 - b. plan activities and programs for Rewards and Recognition for the current calendar/school year;

- c. formulate and establish their internal rules, policies, and procedures to govern the conduct of activities;
 - d. grant awards and incentives to teacher and employees who have rendered meritorious services or excellent performance.
5. The awards that may be given may include, but not limited to the following:
- a. Best Employee Award - granted to an individual or individuals who excelled among peers, group, position, profession;
 - b. Gantimpala Agad Award - given outright to employees commended by clients for their efficiency and dedication to duty,
 - c. Exemplary Behavior Award - based on the eight norms of conduct provided in RA 6713 (Ethical Standards);
 - d. Best Organizational Unit Award - granted to the top organization unit on the basis of the organization's performance targets and other pre-determined criteria;
 - e. Cost Economy Measure Award - granted to an employee or team whose contributions such as suggestions, inventions, discoveries, or performance of functions result in savings in terms of otherwise benefit the DepEd and government as a whole;
 - f. Service Award - conferred on retirees whether under optional or compulsory retirement schemes;
 - g. Such other awards which the PRAISE Committee may decide to give.
6. Immediate dissemination of this memorandum is directed.


VILMA D. BDA, CESO V
Schools Division Superintendent



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Republic of the Philippines
Department of Education
 REGION I
 SCHOOLS DIVISION OF VIGAN CITY

February 28, 2024

DIVISION MEMORANDUM
 No. 053, s. 2024

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

To: Assistant Schools Division Superintendent
 Chiefs of Divisions
 All Public Elementary and Secondary School Heads
 All SDO Proper Personnel
 All Others Concerned

- In line with DepEd Order No. 78, s. 2007 titled, "Strengthening the Program on Awards and Incentives for Service Excellence of the Department of Education" and CSC MC No. 1, s. 2001, this division updates the PRAISE Committee.
- The program aims to encourage, recognize, and reward employees, individually or in groups, for their suggestions, innovative ideas, inventions, discoveries, superior accomplishments, heroic efforts, exemplary behavior, extraordinary acts or services in the public interest, and other personal efforts contributing to efficiency, economy and improvement in government operations which lead to organizational productivity.
- The PRAISE Committee in this SDO shall be reconstituted as follows:

PROGRAM ON AWARDS AND INCENTIVES FOR EXCELLENCE (PRAISE) (DepEd Order No. 78, s. 2007 and CSC MC No. 1, s. 2001)	
POSITION	NAME
CHAIR: Schools Division Superintendent or his/her duly authorized representative who will act as Chairperson	Dr. Annie D. Pagdillao, CESO VI Assistant Schools Division Superintendent
MEMBERS	
Head of Budget and Finance	Mary Joy P. Suero Budget Officer III
Highest Administrative Officer (In-charge of Personnel Management)	Anna Lisa C. Aurellado Administrative Officer V
Any of the Chiefs of the Elementary, Secondary, ALS or Health and Nutrition	Rodrigo Q. Reyes, Jr. Chief, School Governance and Operations Division
Representative of Teachers Association	Crispulo V. Arquero III Master Teacher I President, Vigan City Teacher's Association



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Republic of the Philippines
Department of Education



Office of the Secretary

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DepED ORDER
No. 78, s. 2007

**STRENGTHENING THE PROGRAM ON AWARDS AND INCENTIVES FOR SERVICE
EXCELLENCE (PRAISE) OF THE DEPARTMENT OF EDUCATION**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services/Centers and Heads of Units
Regional Directors
Schools Division/City Superintendents
Heads, Public and Private Elementary and Secondary Schools
Chiefs of Divisions

1. In order to strengthen the implementation of DepED Order No. 9, s. 2002 entitled **Establishing the Program on Awards and Incentives for Service Excellence (PRAISE)** in the Department of Education, all regional directors and schools superintendents are enjoined to organize their respective PRAISE committees and institute the program in their respective offices.

2. The program aims to encourage, recognize, and reward employees, individually or in groups, for their suggestions, innovative ideas, inventions, discoveries, superior accomplishments, heroic deeds, exemplary behavior, extraordinary acts or services in the public interest and other personal efforts contributing to efficiency, economy and improvement in government operations which lead to organizational productivity.

3. The PRAISE committee in the regional and division levels shall be constituted as follows:

Regional Office

- Regional Director or his/her duly authorized representative to act as Chairperson;
- Head of the Budget and Finance Division who will act as co-Chairperson;
- Highest administrative officer in-charge of personnel management;
- Any of the chiefs of the Elementary, Secondary, ALS or Health and Nutrition Divisions; and
- A representative of the employees' association/teachers' associations.



Serbisyo Sibil: Isang Daang Taong Paglilingkod

MC No. 01, s. 2001

MEMORANDUM CIRCULAR

T O : ALL HEADS OF DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL AND LOCAL GOVERNMENTS, STATE COLLEGES AND UNIVERSITIES INCLUDING GOVERNMENT-OWNED OR CONTROLLED CORPORATIONS WITH ORIGINAL CHARTER

SUBJECT : Program on Awards and Incentives for Service Excellence (PRAISE)

Pursuant to CSC Resolution No. 010112 dated January 10, 2001, the Commission hereby adopts the following revised policies on Program on Awards and Incentives for Service Excellence (PRAISE). These policies, developed and refined in consultation with the different sectors of the government, are as follows:

1. Every department or agency shall establish its own **employee suggestions and incentive awards system**.
2. The System shall be designed to encourage creativity, innovativeness efficiency, integrity and productivity in the public service by recognizing and rewarding officials and employees, individually or in groups for their suggestions, inventions, superior accomplishments and other personal efforts which contribute to the efficiency, economy, or other improvement in government operations, or for other extraordinary acts or services in the public interest.
3. The System shall henceforth be called the **PRogram on Awards and Incentives for Service Excellence (PRAISE)**.