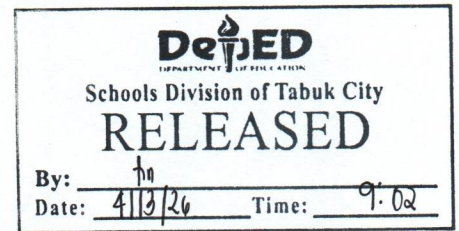




**Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City**



Office of the Schools Division Superintendent

8 April 2026

DIVISION MEMORANDUM
No. 151 s. 2026

Reconstitution of the Members of the Program on Awards and Incentives for Service Excellence (PRAISE) Committee and Technical Working Group (TWG)

TO : Assistant Schools Division Superintendent
SGOD Chief and CID Chief
All District Supervisors and Education Program Supervisors
All School Heads and Teachers
All Others Concerned

1. Pursuant to Regional Memorandum No. 248, s. 2025; Civil Service Commission (CSC) Memorandum Circular No. 01, s. 2001; and in accordance with DepEd Order No. 9, s. 2002 entitled "Establishing the Program on Awards and Incentives for Service Excellence (PRAISE) in the Department of Education," this Office hereby announces the **Reconstitution of the Division PRAISE Committee.**

2. The reconstitution is aimed at strengthening the implementation of rewards and recognition mechanisms and ensuring that policies and guidelines are aligned with updated CSC and DepEd directives.

3. The newly reconstituted PRAISE Committee shall be composed of the following:

Designation	Name	Alternate Member
Chairperson	Ginadine L. Balagso Assistant Schools Division Superintendent	
Vice-chairperson	Sally P. Feken Chief Education Supervisor – SGOD	
Members	Ramonchito A. Sorinao Chief Education Supervisor - CID	Nicasio C. Sumarita Jr. Education Program Supervisor
	Federico C. Flores Jr. Education Program Supervisor	Deewai B. Bagayao Senior Education Program Specialist P&R
	Dorothy S. Asingal Administrative Officer V	Lovelyn L. Mukay Administrative Officer IV - Records
	Sixto D. Lang-ay Jr. Accountant III	Welda Leizl P. Buslig Budget Officer
	Harriet C. Buslig Senior Education Program Specialist HRTD	Romeo B. Agagon Senior Education Program Specialist SMN



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Designation	Name	Alternate Member
Members	Employee Organization President (Level 1)	Employee Organization Vice-President (Level 1)
	Employee Organization President (Level 2)	Employee Organization Vice-President (Level 2)
Secretariat:	Shamgar Louie N. Candelario Education Program Specialist II - HRTD	
	Catherine M. Badong Administrative Officer IV - HR	

3. The PRAISE Committee shall have the following functions:

- a. establishes 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 the mechanism in recognizing the awardees;
- c. determine the form of awards and incentives to be granted;
- d. monitor implementation of approved suggestions and ideas through feedbacks and reports;
- e. prepare plan, identify resources and prepares budget for the system on an annual basis;
- f. develop and distribute a system policy manual and orients all the employees;
- g. document best practices, innovative ideas and success stories which serve as promotional materials to sustain interest and enthusiasm;
- i. monitor and evaluate the system's implementation every year and make essential improvements to ensure its sustainability to the agency; and
- j. address issues relative to awards and incentives within fifteen (15) days from the date of submission.

3. The PRAISE Secretariat shall attend all the PRAISE Committee meetings to coordinate, collaborate and perform the following tasks:

- a. document all proceedings of PRAISE Committee meetings;
- b. facilitate the implementation of the PRAISE programs and activities from the start of the nomination process, evaluation of the nominees' documents, validation, interview, awarding and monitoring and evaluating the activities within the bounds of equal opportunity principle;
- c. gather feedback from concerned stakeholders, winners and nonwinners with regard to the implemented PRAISE programs and activities;
- d. remind or update the Committee, through its Chair on Regional and National activities relevant to Rewards and Recognition; and
- e. prepare accomplishment report after every Rewards and Recognition activity conducted.

5. To support the effective implementation of PRAISE-related programs, projects, and activities, and to facilitate the integration of the Rewards and Recognition System into other PRIME-HRM core systems, the **PRAISE Technical Working Group (PRAISE-TWG)** is reconstituted created. This group shall provide technical assistance, coordination, and monitoring to ensure the alignment of all recognition initiatives with DepEd and CSC guidelines. The member of the PRAISE-TWG are as follows:

PERSON IN CHARGE AND AREA of CONCERN
Emmanuel C. Ubulan Education Program Supervisor in Mathematics/SHS Focal
Nicasio C. Sumarita Jr. Education Program Supervisor in Values Education/GAD Focal/MG Focal




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PERSON IN CHARGE AND AREA of CONCERN
Maribel M. Bravo Education Program Supervisor in English/SPC Focal
Thelma B. Galicia Education Program Supervisor in AP/Madrasah
Doddie Marie L. Duclan Education Program Supervisor in Filipino/SPC Focal
Cresencia M. Na-oy Education Program Supervisor in Science/SNED Focal/Khan Academy Focal
Helen B. Orap Education Program Supervisor in LR
Marionette S. Dooma Education Program Supervisor in Kindergarten/ ALS Focal
Rommel A. Alcanzarine Education Program Supervisor in MAPEH
Josefina B. Balisong Education Program Supervisor in TVL/TLE
Emily B. Langkit Public Schools District Supervisor/IPED Focal
Corazon G. Bravo Public Schools District Supervisor/Testing and Assessment Focal
Gemmaline C. Bumanglag Public Schools District Supervisor/ADM Focal
Rodolfo Niones Jr. Medical Officer III
Atty. Sandy L. Basungit Attorney III
Kenneth A. Atiwag Senior Education Program Specialist - SMME
Romeo B. Agagon Senior Education Program Specialist - SMN
Deewaii B. Bagayao Senior Education Program Specialist -P&R
Menchie P. Gamongan DRRM Focal
Allan R. Galanza/Daisy M. Bucao Youth Formation Focal
Public Schools District Supervisor (PSDS)Concern

6. The PRAISE-TWG will have the following duties and responsibilities:

- a. coordinate the implementation of the PRAISE and Rewards and Recognition activities in their focus offices, districts, and/or schools;
- b. assist in the evaluation, Assessment, and validation of candidates for Awards and Recognition;
- c. provide technical assistance in the integration of the Performance Management System in other PRIME HRM Core Systems; and
- d. provide technical assistance in the area of concern.

7. For information and guidance.


CHRISTOPHER C. BENIGNO PhD, EdD, CESO VI
 Assistant Schools Division Superintendent
 OIC - Schools Division Superintendent



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