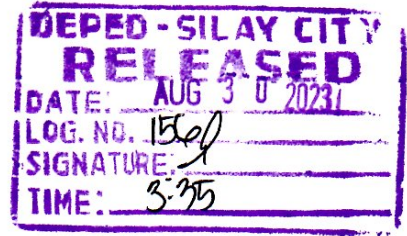




Republic of the Philippines  
**Department of Education**  
REGION VI – WESTERN VISAYAS  
SCHOOLS DIVISION OF SILAY CITY



August 11, 2023

**DIVISION MEMORANDUM**

No. 325 s.2023

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

TO: OIC- Assistant Schools Division Superintendent  
Chief Education Supervisors  
Division Unit Heads  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
All Others Concerned

1. Pursuant to the Revised Policies on Employees Suggestions and Incentive Awards System (ESIAS) provided under CSC Resolution No. 010112 and CSC MC No. 01, s. 2001, the field is hereby informed of the Recomposition of the Division Program on Awards and Incentives for Service Excellence (PRAISE) committee. (See attached enclosure)
2. The functions and responsibilities of the PRAISE Committee are as follows:
  - Establishes a mechanism for identifying, selecting, rewarding and providing incentives to deserving employees at the start of the year;
  - Identifies outstanding accomplishments, best practices of employees on a continuing basis;
  - Gives instant recognition to employees who shall be caught doing the exemplary performance in the course of their official duties to their clientele/office/school;
  - Recognizes and rewards accomplishments and innovations periodically or as the need arises;
  - Provides incentives and interventions to motivate employees who have contributed ideas, suggestions, inventions, discoveries, superior accomplishments and other personal efforts; and
  - recommends approval of the awards to the Head of Agency.



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3. Immediate dissemination of this Memorandum is desired.

  
**SALVADOR O. OCHAVO, JR, EdD, CESO V**  
Schools Division Superintendent 



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Enclosure No. 1

**PRAISE COMMITTEE**

Chairperson: RANDOLPH G. ALEMAN, PhD, OIC-ASDS

Vice-Chairs: 1. JOSE L. QUINTO, Chief Education Supervisor (SGOD)  
2. FEDERICO P. PILLON, JR Chief Education Supervisor (CTD)

Members: RICHARD ESPARAGOSA, EPS-1 (Math)  
JUDITO E. ILIGAN, DPO-III  
Atty. FAITH O. LUBERAS, Legal Officer III  
ANA FE C. LEONIDA, CPA, Accountant III  
JENNIFER B. SALGADO, AO-4 (HRMO)  
SAMMY JANDRY B. JAVINES, AO-5 (Admin)  
VICENTE M. DEMIDEN, ITO-1



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