



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF EDUCATION  
NATIONAL CAPITAL REGION  
**SCHOOLS DIVISION OFFICE – MARIKINA CITY**

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**DIVISION MEMORANDUM**

No. 84, s. 2020

NOV 11 2020


**CALL FOR NOMINATION FOR THE PROGRAM ON AWARDS AND INCENTIVES  
FOR SERVICE EXCELLENCE (PRAISE) OF SDO MARIKINA CITY CY 2020**

**TO:** OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors, SGOD and CID  
Elementary and Secondary School Principals  
Officers-in Charge  
Unit Heads  
Public Schools Only

1. In reference to Division Memorandum No. 270, s. 2016, otherwise known as Program on Awards and Incentives for Service Excellence (PRAISE) Manual, states that the submission of pertinent documents of schools' and unit's top nominees to the division's PRAISE committee is scheduled every **1<sup>st</sup> week of September**. However, due to the occurrence of COVID-19 which brought changes in the opening of class, the division invites schools and different units to endorse top nominees for different categories as stipulated on the stated Memorandum. Since there are new normal situations in the schools' class implementation, the division PRAISE committee agreed to award two (2) types of outstanding teacher - online and modular teachers, both in elementary and secondary level.
2. Please refer to the said Memorandum for the criteria and means of verifications (MOVs).
3. Below is the timeline of activities for your reference and action:

ACTIVITIES	SCHEDULE	RESPONSIBLE UNIT/ PERSON
1. Selection and evaluation of pertinent documents	Nov. 10-18, 2020	Schools' PRAISE Committee and/or Unit Heads
2. Indorsement and submission of nominees	Nov. 19-20, 2020	School Heads and/or Unit Heads
3. Division evaluation of pertinent documents, class observation and conduct of interview	Nov. 23 – Dec. 2, 2020	Division PRAISE Committee
4. Finalization of awardees	Dec. 4, 2020	Division PRAISE Committee
5. Conduct of Awarding Ceremony	Dec. 11, 2020	Division Office

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

  
**SHERILL T. GAYOLA**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent