



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

Office of the Schools Division  
Superintendent

September 30, 2022

DIVISION MEMORANDUM  
No. 358, s. 2022

**SEARCH FOR 2022 DEPED REGION VII PASIDUNGOG AWARDEES**

To: Division Office Personnel  
Public Elementary and Secondary School Heads  
Teaching and Non-Teaching Personnel  
All Others Concerned

1. Pursuant to Regional Memorandum No. 0790, s. 2022 dated September 16, 2022, the Department of Education Regional Office VII announces the ***Search for 2022 DepEd Region VII PASIDUNGOG Awardees***.
2. This year's *Pasidungog* shall recognize and reward teaching, teaching-related and non-teaching personnel who have made meritorious contributions to the attainment of the organization's goal and objectives of their assigned schools and functional divisions/units/sections.
3. The award Categories for the 2022 DepEd Tagbilaran *Pasidungog* are the following:

**Award Categories**

**A. Individual Category**

**1. Most Outstanding Teacher**

- 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 Division
  - 3.1.1 Education Program Specialist II (EPS-II)/ Senior Education Program Specialist (SEPS)
  - 3.1.2 Education Program Supervisor
  - 3.1.3 Chief Education Supervisor (CES)



Address: Dampas District, Tagbilaran City, Bohol  
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177; (038)427-6718; (038)544-2147  
Email Address: tagbilarancity.division@deped.gov.ph

#### 4. Most Outstanding Non-Teaching Personnel

4.1 Level 1 (School & Division)

4.2 Level 2 (School & Division)

#### 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

4. The documents of each nominee with labels/tabs shall be submitted to this Office in long white folder 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); and
- c. R & R Form 3: Omnibus Certification for Individual and Group Categories (All documents must be submitted as attachment).

5. The 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 Division winners/awardees.

6. Schedule of activities and venue relative to the said search are specified below:

Activities	Date	Venue
Submission of School Nominees to the Division Office using Forms 1-3	September 19 to October 17, 2022	Schools Division Office
Submission of Unit/Section Nominees to the Division PRAISE Committee using Forms 1-3	September 19 to October 17, 2022	Schools Division Office
Submission of Division Nominees to the Regional Office addressed to the Regional Director	October 19-21, 2022	Regional Office (Records Section)



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7. For inquiries and clarifications, you may contact at (038) 427-1702 and look for Dr. Filomena C. Tanggaan, Senior Education Program Specialist.
8. Expenses relative to the conduct of this activity shall be charged against Division MOOE, subject to the usual accounting and auditing rules and regulations.
9. Immediate and wide dissemination of this Memorandum is desired.



**JOSEPH IRWIN A. LAGURA PhD**  
Schools Division Superintendent



JIAL/CPC/ADMIN/ATM/mag



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

Office of the Regional Director

SEPT 16 2022

REGIONAL MEMORANDUM

No. **0790**, s. 2022

**SEARCH FOR 2022 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 2022 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 2022 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)



Address: Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
Telephone Nos.: (032) 231-1433; (032) 414-7399  
Email Address: region7@deped.gov.ph

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  
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 3<sup>rd</sup> 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 2021-2022) 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, specifying why the Nominee deserves the award).
- c. R & R Form 3: Omnibus Certification for Individual and 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, & Other Documents to the Division Office	September 19 to October 17, 2022	Schools Division Office
Selection/Submission of Entries, Forms 1, 2 & 3 to the Regional Office, addressed to the Regional Director, <b>SALUSTIANO T. JIMENEZ JD, EdD</b> & Attention: HRDD Chief, <b>MISAEEL G. BORGONIA</b>	October 19-21, 2022	Regional Office (Records Section)
<b>Regional Screening Process</b>		
A. Evaluation of Documents	October 24-28, 2022	Regional Office (Conference Room/HRDD Office)
B. On - site validation (if necessary)	November 03-18, 2022	
C. Consolidation of Results	November 21-25, 2022	
<b>Awarding Ceremonies</b>	To be announced in a separate memorandum.	

9. All expenses incurred relative to the conduct of the Screening Process and other related activities shall be charged to the School/Division/Regional Office 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 ARD Cristito A. Eco 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