



Republic of the Philippines
Department of Education

REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

October 25, 2021

DIVISION MEMORANDUM
No. 342 s. 2021

**SUBMISSION OF DOCUMENTS OF NOMINEES FOR THE 2021 SEARCH FOR
THE MOST OUTSTANDING DEPED REGION VIII OFFICIALS/
EMPLOYEES/SCHOOLS DIVISION OFFICES/SCHOOLS**

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
EPSs/PSDSs/PICs
Public Elementary and Secondary School Heads
All Others Concerned

1. Cognizant of Regional Memorandum No. 641, s. 2021 re: **2021 Search for the Most Outstanding DepEd Region VIII Officials/Employees/Schools Division Offices/Schools**, this Office announces the submission of documents of aspiring nominees on or before November 4, 2021 to hrd.northernssamar@deped.gov.ph for final screening by the Division PRAISE Committee.
2. The 2020 Division Pasidungog awardees are the nominees for this year's 2021 Search for the Most Outstanding DepEd Region VIII Officials/Employees/Schools Division Offices/Schools subject to submission and evaluation of documents.
3. Since the Regional PRAISE Committee includes award-categories which are not included in the Division PRAISE, the Office encourages the submission of nominees for the following awards:

1. Best Employee Award
1.1 Most Outstanding Teacher (TI-III, MTs)
a. Outstanding ALS Teacher
b. Outstanding SPED Teacher (Master Teacher)
c. Outstanding Madrasah Teacher (TI-III)
d. Outstanding Madrasah Teacher (Master Teacher)
1.2 Most Outstanding School Head
a. Elementary (Monograde School – Central Category)
b. Elementary (Multigrade)
c. Stand Alone Senior High School
d. Integrated School (Elem and JHS/SHS)
1.3 Most Outstanding Non-Teaching Personnel (Level 1)
a. Administrative Aide

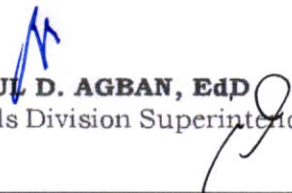


Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar
Telefax: (055) 500 9801
Email: northernssamar@deped.gov.ph
Website: <https://northernssamar.deped.gov.ph>



1.4 Most Outstanding Non-Teaching Personnel (Level 2)
a. Administrative Officer V
b. Human Resource Management Officer
c. Supply Officer
d. Cashier
e. Records Officer
f. Legal Officer
g. Accountant
h. Budget Officer
i. Librarian
j. Registrar
k. Planning Officer
l. Information Technology Officer
m. Engineer
n. Project Development Officer
o. Senior Education Program Specialist
p. Education Program Specialist
q. Nurse
r. Medical Officer
s. Dentist
2. Best Office/School/Learning Center Award
a. Elementary (Monograde School -Non-Central Category)
b. Elementary (Multigrade School)
c. Junior High School
d. Secondary School (JHS and SHS)
e. Stand Alone Senior High School
f. Integrated School (Elem and JHS/SHS)

4. Attached are the timeline of activities, the list of 2020 DepEd Northern Samar Outstanding Personnel (Division Memorandum No. 249, s. 2021), and Regional Memorandum No. 641, s. 2021 for the guidelines, and the.
5. Services rendered on Saturday and Sunday are entitled to Compensatory Time-Off (CTO)/Overtime Pay/Service Credits as per CSC and DBM Joint Circular No. 2, 2004.
6. All involved individuals are advised to observe minimum health standards and follow health protocols of the Inter-Agency Task Force (IATF) and the Department of Health (DOH) in all phases of this activity.
7. All expenses relative to this activity such as meals, materials, and travel expenses for validation, shall be charged against the Division MOOE/Local Fund subject to the usual accounting and auditing rules and regulations.
8. For queries/clarification, send an email to hrd.northern Samar@deped.gov.ph.
9. Immediate dissemination of and compliance with this Memorandum are desired.


RAUL D. AGBAN, EdD
 OIC-Schools Division Superintendent

Enclosure No. 1 of DM _____, s. 2020

TIMELINE OF ACTIVITIES

DATE	ACTIVITY	REMARKS	EXPECTED OUTPUT
October 25- November 3, 2021	Conduct of selection procedure for nominating, evaluating, and identifying outstanding personnel at the School to District Level	School/District PRAISE Committees	Nominee per award category identified endorsed to District level
November 4-5, 2021	Submission of Nominees by districts corresponding to each award category	The Nomination Form together with the required documents shall be submitted to hrd.northernsamar@deped.gov.ph	47 Districts and SDO Functional Divisions submitted List of Nominees
November 6-7, 2021	Division Screening of the Different PRAISE awards <ul style="list-style-type: none"> • Evaluation of documents of District and Schools Division Office nominees based on the prescribed search criteria 	In charge: Division PRAISE Committee, HRDS	Qualified nominees screened/evaluated
November 8-9, 2021	Submission of Qualified Division Nominees to the Regional PRAISE Committee	PRAISE Committee/HRDS	Submitted List of Division Nominees