



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

August 4, 2025

DIVISION MEMORANDUM

NO. 368, s. 2025

**UPDATES TO DM NO. 355, S. 2025 RE: SEARCH FOR THE MOST
OUTSTANDING DIVISION EMPLOYEES AND SCHOOLS**

TO: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
Public Elem & Sec School Heads
Public Elem & Sec School Teachers
Unit/Section Heads
Non-teaching Personnel
All Others Concerned

1. This is to inform the field that during the quarterly meeting of the Division PRAISE Committee, it was agreed upon and approved by majority vote that the **2025 Division Search for Most Outstanding Personnel and Schools** will include **only awards that fall under the regional level categories**. In view of this, **Item No. 11 of Division Memorandum No. 355, s. 2025 is hereby repealed**.

2. To ensure a uniform understanding among School, District, and Division validators regarding the perusal of documents, an Orientation on Document Validation for PRAISE Awards will be conducted on **August 8, 2025** with the following schedule:

Morning (8:30 AM): Calbayog 1-6 Districts
Afternoon (1:30 PM): Oquendo 1-3 & Tinambacan 1-3 Districts

3. The timeline of activities is also adjusted as follows:

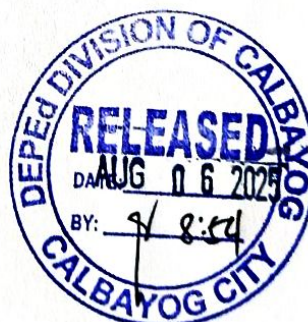
Date	Activity/ies	Persons Involved
August 8, 2025	Orientation of School, District and Division PRAISE Committee Members on Document Validation of PRAISE Awards	HRDS
August 11-14, 2025	School/District Level Selection Process	School Heads, PSDS
August 15, 2025	Deadline of Submission of District Nominees to Division	PSDS/Records

August 18-20, 2025	Document Assessment & Validation/Shortlisting of Top 3 Nominees	Division PRAISE Committee & Secretariat
August 26-29, 2025	Field Validation of Top 3 Nominees	
September 1, 2025	Tabulation of Results	Secretariat
September 2, 2025	Deliberation of Results	
September 3-4, 2025	Preparation of Documentary Requirements of Division Nominees to RO PRAISE	
September 5, 2025	Deadline of Submission of Division Nominees to RO PRAISE	

4. The list of **District Nominees** must be submitted together with the District Summary of Results and the minutes of the validation process.

5. Immediate dissemination of compliance with this Memorandum are desired.

MARGARITO A. CADAYONA JR., PhD, CESO VI
OIC-Schools Division Superintendent



Enclosure: as stated

References: as stated

To be indicated in the *Perpetual Index* under the following subjects:

HRDS

PRAISE

PASIDUNGOG