



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

20 July 2026

DIVISION MEMORANDUM
NO. 289, s. 2026

**2026 DIVISION SEARCH FOR THE MOST OUTSTANDING
SCHOOLS, TEACHERS, NON-TEACHING PERSONNEL,
DIVISION OFFICIALS AND EMPLOYEES**

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. With reference to RM No. 829, s. 2026, this Office, through the Division Program on Awards and Incentives for Service Excellence (PRAISE) Committee and the SGOD - Human Resource Development Section (HRDS), announces the **2026 Division Search for the Most Outstanding Schools, Teachers, Non-Teaching Personnel, Division Officials and Employees**. Winners to this selection process will be the Division nominees to the 2026 SEARCH FOR THE MOST OUTSTANDING DEPED REGION VIII OFFICIALS/EMPLOYEES/SCHOOLS DIVISION OFFICES/SCHOOLS.

2. This activity aims to encourage creativity, innovativeness, efficiency, integrity, and productivity in the public service by recognizing and rewarding officials, employees, and offices/schools, individually or in groups, for their innovations, inventions, superior accomplishments, and other personal efforts which contribute to the efficiency, economy, improvement in government operations, and other extraordinary acts or services in the interest of the public.

3. This year's search will compose of the following awards:

Regional "Bituon han Sinirangan Awards"	
A. Best Employee Award	
1. Most Outstanding Teacher (T I-III, MT)	
1.1	Kindergarten
1.2	Elementary
1.3	Junior High School (JHS)

1.4	Senior High School (SHS)
1.5	Alternative Learning System (ALS)
1.6	Special Education (SPED)
1.7	Madrasah
1.8	Multigrade
2. Most Outstanding School Head	
2.1	Elementary (Monograde School- Central Category)
2.2	Elementary (Monograde School-Non-Central Category)
2.3	Elementary (Multigrade School)
2.4	Secondary School (Purely Junior High School)
2.5	Secondary School (JHS with SHS; Stand-Alone SHS)
2.6	Integrated School (Elementary with JHS/SHS)
3. Most Outstanding Non-Teaching Personnel/Teaching-Related Personnel	
3.1 For School/SDO Level 1:	
3.1.1	Administrative Aide
3.1.2	Administrative Assistant or equivalent position
3.2 Most Outstanding Non-Teaching/Teaching-Related Personnel (Level 2)	
*3.2.1 School Level	
3.2.1.1	Administrative Officer I-IV
3.2.1.2	Registrar
3.2.1.3	Implementing Unit Bookkeeper/Accountant
3.2.1.4	Librarian
*3.2.2 Schools Division Office (SDO) Level	
3.2.2.1	Administrative Officer V
3.2.2.2	Human Resource Management Officer (HRMO)
3.2.2.3	Supply Officer
3.2.2.4	Cashier
3.2.2.5	Records Officer
3.2.2.6	Legal Officer
3.2.2.7	Accountant
3.2.2.8	Budget Officer
3.2.2.9	Division Librarian
3.2.2.10	Planning Officer
3.2.2.11	Information Technology Officer
3.2.2.12	Engineer
3.2.2.13	Project Development Officer II
	3.2.2.13.1 Youth Formation
	3.2.2.13.2 Disaster Risk Reduction
	3.2.2.13.3 Learning Resource
3.2.2.14	Senior Education Program Specialist
	3.2.2.14.1 Human Resource Development
	3.2.2.14.2 School Management Monitoring and Evaluation
	3.2.2.14.3 Planning and Research
	3.2.2.14.4 Social Mobilization and Networking
3.2.2.15	Education Program Specialist II
3.2.2.16	Education Program Specialist II for ALS (EPSA)
3.2.2.17	Nurse

3.2.2.18	Medical Officer
3.2.2.19	Dentist
3.2.2.20	Dental Aide
3.2.3.21	Public Schools District Supervisor
3.2.2.22	Education Program Supervisor
	3.2.2.22.1 Curriculum Implementation
	3.2.2.22.2 Learning Resource Management and Development
	3.2.2.22.3 Program Implementation
	3.2.2.22.4 School Governance and Operations
3.2.2.23	Asst. School Principal
3.2.2.24	JHS Head Teacher/Department Head
3.2.2.25	Administrative Officer II (HRMO I)
4. Most Outstanding Coordinator/Coach/Trainer/Researcher	
4.1 School Level	
4.1.1	Literacy Coordinator (Elementary Level only)
4.1.2	Numeracy Coordinator (Elementary Level only)
4.1.3	ICT Coordinator
4.1.4	Sports Coach/Trainer
4.2 School Division Office Level	
4.2.1	WinS Coordinator
4.2.2	School-based Feeding Program Coordinator
4.2.3	GAD Coordinator
4.2.4	SBM Coordinator
4.2.5	TA Coordinator
4.2.6	Learners' Rights and Protection Coordinator
4.2.7	Sports Officer
4.2.8	Division Information Officer
4.3 Open Category (School and SDO)	
4.3.1	Researcher
B. Best Office/School Award	
1. Most Outstanding School	
1.1	Elementary (Monograde School- Central Category)
1.2	Elementary (Monograde School-Non-Central Category)
1.3	Elementary (Multigrade School)
1.4	Secondary School (Purely Junior High School)
	1.4.1 Non-Implementing Unit
	1.4.2 Implementing Unit
1.5	Secondary School (JHS with SHS; & Stand-Alone SHS)
	1.5.1 Non-Implementing Unit
	1.5.2 Implementing Unit
1.6	Integrated School (Elementary with JHS/SHS)
2. Special Awards for Schools Division Offices	
2.1	PMIS Best Implementer

4. Outstanding or meritorious accomplishments and trainings must have occurred within two years prior to the designated cut-off date set by the Regional PRAISE Committee. For this year, since the **cut-off date is August 31, 2026**, only

accomplishments and trainings from **September 1, 2024 to August 31, 2026** shall be considered valid for evaluation.

5. As stipulated in the DepEd Region VIII PRAISE manual, Regional PRAISE awardees are not allowed to use the same documents for outstanding and/or meritorious accomplishments in the succeeding search. Hence, for 2025 Regional PRAISE awardees who are division nominees for this year's search, only their outstanding and/or meritorious accomplishments dated **October 1, 2025 to August 31, 2026** will be considered valid for evaluation.

6. All Districts must submit only one (1) nominee per category and duly endorsed by the PSDS. The nominee must be the highest in rank in the District level search and has obtained a cut-off score of at least 70 points. Deadline of submission to the Division Office through the Records Section is on **August 5, 2026 not later than 5:00 PM.**

7. The timeline of activities are as follows:

Date	Activity	Office/Persons Involved
July 20, 2026 (Monday)	Issuance of the Division Memorandum on the 2026 Search for the Division Most Outstanding Employees and Schools (for Regional Categories)	Division PRAISE Secretariat/PRAISE Chairperson
July 31, 2026	Planning Conference of the Division PRAISE Committee	Division PRAISE Committee/Secretariat
July 22 – August 4, 2026	School/District Search	School PRAISE Committee/District PRAISE Committee
August 5, 2026 (Wednesday)	Deadline of Submission of District Nominees to the Division Office	School PRAISE Secretariat/School Head & Records Section
August 6-7, 2026	Sorting of Submitted Documents	Division PRAISE Secretariat
August 10-11, 2026	Documents Screening/Assessment for Individual Awards Category & Group Awards Category	Division PRAISE Committee & Secretariat
August 13-14, 2026	Tabulation/encoding of the Results of the Top 3	
August 17-19, 2026	Conduct Validation in terms of documents and interview of the qualified nominee/s	
August 21, 2026 (Friday)	Deliberation of Results	
August 28, 2026	Issuance of Memo on the Official List of Winners/Awardees	Division PRAISE Secretariat/Division PRAISE Committee

August 30, 2026	Submission of Division Official List of Nominees & Documents to RO8 PRAISE	HRDS/Division PRAISE Secretariat
December 10, 2026	2026 Division PASIDUNGOG	HRDS/Division PRAISE
December 14, 2026	Post Conference	Division PRAISE Committee/Secretariat

8. To access the copy of the Criteria of the Awards Categories, please use this link https://bit.ly/RO8_2026PraiseCriteria.
9. Attached herewith are the Composition of the Division PRAISE Committee and Division Validators & Technical Working Group (TWG).
10. For wide dissemination and guidance of all concerned.



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

Enclosure: As indicated

Reference: As indicated

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

DIVISION PRAISE

DIVISION PASIDUNGOG

Enclosure 1 of Division Memo No. _____, s. 2026

COMPOSITION OF THE DIVISION PRAISE COMMITTEE

Executive Committee

Chairperson: Dr. Margarito A. Cadayona, Jr., CESO VI
Schools Division Superintendent
Co-Chairperson: Atty. Rhea P. Aguado
Legal Officer III

PRAISE Committee

Chairperson: Dr. Jun-Nilou D. Dulfo
OIC-Assistant Schools Division Superintendent
Co-Chairperson: Dr. Avelina P. Tupa
OIC-Chief, SGOD
Dr. Renato S. Cagomoc
Chief, CID Chief

Members:
Sheryll Ann Marie G. Lacaba, CPA, Accountant III
Grace S. Pagunsan, AO V
Sunshine Marjorie E. Ventures, AO IV-NEU President
Romeo A. Castante, P4/CCPSTA President

PRAISE Sub-Committee

Chairperson: Oscar D. Billate, Jr. EPS (SGOD)
Co-Chairperson: Dr. Lourdes L. Matan, EPS (Filipino)

Members:
All Education Program Supervisors
All Public Schools District Supervisors
All Unit/Section Heads

PRAISE Secretariat

Chairperson: Marita P. Senolos, SEPS-HRD
Co-Chairperson: Rosalia M. Rivera, SEPS - SMME

Members:
Sharon D. Balza, EPS II-HRD
Rina M. Aboganda, EPSA
Jennifer M. Moreno, AO IV (Personnel)

PRAISE TWG: Gary H. Ballon, ITO I
Drixel Idol R. Ortega, ADAS VI

Enclosure 2 of Division Memo No. _____, s. 2026

DIVISION VALIDATORS & TECHNICAL WORKING GROUP (TWG)

Category of Awards		Validators
A. Best Employee Award		Chairperson: Dr. Lourdes L. Matan Members: - Mercedita S. Garcia - Arnold M. Jaraba - Ricky S. Cano - Nelson R. Bello
1. Most Outstanding Teacher (T I-III, MT)		
1.1	Kindergarten	
1.2	Elementary	
1.3	Junior High School (JHS)	
1.4	Senior High School (SHS)	
1.5	Alternative Learning System (ALS)	
1.6	Special Education (SPED)	
1.7	Madrasah	
1.8	Multigrade	
2. MOST OUTSTANDING SCHOOL HEAD		Chairperson: Dr. Joy B. Saldaña Members: - Alma R. Caber - Nora G. Capetillo - Anabelle O. Yangzon - Noemi S. Castante - Dr. Geraldine T. Sumbise
2.1	Elementary (Monograde School- Central Category)	
2.2	Elementary (Monograde School-Non-Central Category)	
2.3	Elementary (Multigrade School)	
2.4	Secondary School (Purely Junior High School)	
2.5	Secondary School (JHS with SHS; Stand-Alone SHS)	
2.6	Integrated School (Elementary with JHS/SHS)	
3. MOST OUTSTANDING NON-TEACHING PERSONNEL/TEACHING-RELATED PERSONNEL		
3.1 For School/SDO Level 1:		Chairperson: Grace S. Pagunsan Members: - Sunshine Marjorie E. Ventures - Ma. Angela B. Antonio - Suzette P. Candaza - Jennifer Campillo-Alvarez - Gennerson T. Nabual - Eric R. Doroja
3.1.1	Administrative Aide	
3.1.2	Administrative Assistant or equivalent position	
3.2 Most Outstanding Non-Teaching/Teaching-Related Personnel (Level 2)		
3.2.1 School Level		
3.2.1.1	Administrative Officer I-IV	
3.2.1.2	Registrar	
3.2.1.3	Implementing Unit Bookkeeper/Accountant	
3.2.1.4	Librarian	
3.2.2 Schools Division Office (SDO) Level		
3.2.2.1	Administrative Officer V	
3.2.2.2	Human Resource Management Officer (HRMO)	
3.2.2.3	Supply Officer	
3.2.2.4	Cashier	
3.2.2.5	Records Officer	

4.2.5	TA Coordinator	-All Nurses	
4.2.6	Learners' Rights and Protection Coordinator		
4.2.7	Sports Officer		
4.2.8	Division Information Officer		
4.3 Open Category (School and SDO)			
4.3.1	Researcher		
B. BEST OFFICE/SCHOOL AWARD		Chairperson: Jose O. Abon Members: -Teresa D. Villa -Ma. Teresa S. Simon -Ester A. Siozon -Reynaldo T. Bernales	
1. MOST OUTSTANDING SCHOOL			
1.1	Elementary (Monograde School- Central Category)		
1.2	Elementary (Monograde School-Non-Central Category)		
1.3	Elementary (Multigrade School)		
1.4	Secondary School (Purely Junior High School)		
	1.4.1 Non-Implementing Unit		
	1.4.2 Implementing Unit		
1.5	Secondary School (JHS with SHS; & Stand-Alone SHS)		
	1.5.1 Non-Implementing Unit		
	1.5.2 Implementing Unit		
1.6	Integrated School (Elementary with JHS/SHS)		
2. Special Awards for Schools Division Offices			- Oscar D. Billate, Jr. - Joy B. Saldaña - Grace S. Pagunsan
2.1	PMIS Best Implementer		

Note: For Most Outstanding Schools Division Office and Special Awards for Schools Division Offices are not going to submit pertinent documents except for PMIS Best Implementer. It is the RO8 PRAISE Committee who will generate the MOVs from their respective regional offices.