



Republic of the Philippines
Department of Education

09 DEC 2021

OFFICE ORDER
OO-OSEC-2021-046

COMPOSITION OF THE PROGRAM ON AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE COMMITTEE IN THE DEPARTMENT OF EDUCATION CENTRAL OFFICE

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Division Chiefs
All Others Concerned

1. Pursuant to Civil Service Commission (CSC) Memorandum Circular No. 01, s. 2001 relative to Program on Awards and Incentives for Service Excellence (PRAISE) and DepEd Order No. 9, s. 2002 titled **Establishing the Program on Awards and Incentives for Service Excellence**, the Department of Education Central Office (DepEd CO) PRAISE Committee was reconstituted through an Office Memorandum dated February 16, 2021. However, with the retirement of Undersecretary Jesus L. R. Mateo, the DepEd CO PRAISE Committee is again reconstituted as follows:

- Chairperson : **WILFREDO E. CABRAL**
Regional Director, DepEd NCR and
Officer-in-Charge, Office of the Undersecretary
Human Resource and Organizational Development
- Vice-Chairperson : **RAMON FIEL G. ABCEDE**
Assistant Secretary
Finance
- Members : **ROGER B. MASAPOL**
Director IV
Planning Service
- Any one of the Division Chiefs under the Planning
Service shall be designated and serve as alternate
representative
- ARMANDO C. RUIZ**
Director IV
Finance Service
- Any one of the Division Chiefs under the Finance
Service shall be designated and serve as alternate
representative
- ATTY. ANNE RACHEL C. MIGUEL**
Director IV
Bureau of Human Resource and Organizational
Development
- The Director III of the Bureau of Human Resource
and Organizational Development shall serve as
alternate representative.



FRANCIS ALLEN B. DELA CRUZ

Chief Administrative Officer

Personnel Division

- The Supervising Administrative Officer of Personnel Division shall serve as alternate representative.

EARL RYAN A. LOSITO

Supervising Administrative Officer

Officer-in-Charge, Employee Welfare Division

- The Supervising Administrative Officer of Employee Welfare Division or next senior official shall serve as alternate representative.

GENE PATRICK G. MORALES

Supervising Administrative Officer

Cash Division

- Any duly designated Level II alternate representative from CO NEU

FIDEL E. SALOSAGCOL

Administrative Aide VI

Employee Welfare Division

- Any duly designated Level I alternate representative from CO NEU

Secretariat

:

Bureau of Human Resource and Organizational Development-Employee Welfare Division

Rommel Espinas, AO V, Lead Secretariat

Bless Valdez, AO II, Secretariat Member

Maher Usman, TA II, Secretariat Member

Marilou Zamora, ADAS II, Secretariat Member

2. The CO PRAISE Committee, in coordination with the Regional PRAISE Committees, shall be responsible for the development, administration, monitoring and evaluation of the Rewards and Recognition (R&R) System within DepEd. The Committee shall also be responsible for the implementation of the system at the national level, including the evaluation of nominations for national awards such as the CSC Honors Award Program (HAP) from the Regional and Schools Division Offices.

3. The CO PRAISE Committee shall ensure that the R&R Program designing/formulation, nomination, screening and deliberations, and awarding shall be in accordance with the Equal Opportunity Principle (EOP). Equal opportunities shall be given to all employees, including those belonging to specialized groups. The Committee shall ensure that the said groups should not be left behind because of their limitations and restrictions.

4. The CO PRAISE Committee is responsible in making reasonable steps to prevent discrimination, harassment, abuses and violations in the R&R System.

5. The CO PRAISE Committee shall ensure that EOP is in place by educating/orienting its officials and employees and ensure strict implementation and compliance of this principle by all offices and employees.

6. The CO PRAISE Committee shall ensure the continued observance of the EOP by using methods that appeal to all.

7. The CO PRAISE Committee shall spearhead activities to comply with national standard requirements:

- a. Development of an enhanced PRAISE policy, incorporating provisions and guidelines for EOP implementation vis-à-vis R&R;
- b. Recommend to top management the approval of customized nomination and announcement forms developed by relevant HR units;
- c. Conduct a periodic review of the R&R System; and
- d. Provide capacity building for CO officials and heads of offices to orient them with respect to their roles on R&R.

8. To ensure success of the program, all members are enjoined to actively participate in all meetings and their undertakings can be included in their respective Individual Performance Commitment and Review Forms (IPCRFs) and Key Results Areas (KRAs).

9. This Order shall take effect immediately upon its issuance and shall remain effective and in force until otherwise repealed and/or modified.

10. For clarifications or issues pertaining to the provisions contained in this Office Order, please contact the **BHROD-Employee Welfare Division** through email at bhrod.ewd@deped.gov.ph or telephone number (02) 8633 7229.

11. Immediate dissemination of and strict compliance with this Order is directed.


LEONOR MAGTOLIS BRIONES
Secretary

SMMA/APA, OO Composition of the Programs on Awards
0348 - December 3, 2021



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