



Republic of the Philippines  
**Department of Education**  
 REGION VIII  
 SCHOOLS DIVISION OF NORTHERN SAMAR

July 7, 2026

**DIVISION MEMORANDUM**

No. 257, s. 2026

**2026 SEARCH FOR THE MOST OUTSTANDING DEPED NORTHERN SAMAR PERSONNEL, PROGRAM IMPLEMENTERS, AND SCHOOLS**


To: Assistant Schools Division Superintendents  
 CID and SGOD Chief Education Supervisors  
 Education Program Supervisors  
 Unit/Section Heads  
 Public Schools District Supervisors/Principals In-Charge  
 Public Elementary and Secondary School Heads  
 Public Elementary and Secondary Teachers  
 HRD District Focal Persons  
 All Others Concerned

1. This Office, through the Division Program on Awards and Incentives for Service Excellence (PRAISE) Committee, announces the 2026 Search for the Most Outstanding DepEd Northern Samar Personnel, Program Implementers, and Schools.
2. This activity aims to encourage creativity, innovativeness, efficiency, integrity, and productivity in public service by recognizing and rewarding employees, 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. The awards to be given (adopted from Regional Memorandum No. 829, s. 2026), which guidelines can be accessed through <https://tinyurl.com/PRAISEGuidelines2026>, are as follows:

<b>Types of Awards</b>	
<b>1. Best Employee Award</b>	
<b>1.1. Most Outstanding Teacher (TI-III, MTs)</b>	
a.	Kindergarten
b.	Elementary
c.	Junior High School (JHS)
d.	Senior High School (SHS)
e.	Alternative Learning System (ALS)
f.	Special Education (SPED)

DepEd Northern Samar

RELEASED

By: 

Date: 9 III 2026



Address: Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar  
 Telephone Nos: (055) 500 1020  
 Email Address: [northersamar@deped.gov.ph](mailto:northersamar@deped.gov.ph)  
 Division Official Website: <https://northersamar.deped.gov.ph>

g. Madrasah
h. Multigrade
<b>1.2. Most Outstanding School Head</b>
a. Elementary (Monograde School—Central Category)
b. Elementary (Monograde School—Non-Central Category)
c. Elementary (Multigrade)
d. Secondary School (Purely Junior High School)
e. Secondary School (JHS with SHS; Stand-Alone SHS)
f. Integrated School (Elem and JHS/SHS)
<b>1.3. Most Outstanding Non-Teaching Personnel/Teaching-Related Personnel (Level 1)</b>
<b><i>For School/SDO Level</i></b>
a. Administrative Aide
b. Administrative Assistant or equivalent position
<b>1.4. Most Outstanding Non-Teaching Personnel/Teaching-Related Personnel (Level 2)</b>
<b><i>School Level</i></b>
a. Administrative Officer I-IV
b. Registrar
c. Implementing Unit Bookkeeper/Accountant
d. Librarian
<b><i>Schools Division Office (SDO) Level</i></b>
a. Administrative Officer V
b. Human Resource Management Officer (HRMO)
c. Supply Officer
d. Cashier
e. Records Officer
f. Legal Officer
g. Accountant
h. Budget Officer
i. Division Librarian
j. Planning Officer
k. Information Technology Officer
l. Engineer
m. Project Development Officer II
<i>m.1 Youth Formation</i>
<i>m.2 Disaster Risk Reduction</i>
<i>m.2 Learning Resource</i>
n. Senior Education Program Specialist
<i>n.1 Human Resource Development</i>
<i>n.2 School Management Monitoring and Evaluation</i>
<i>n.3 Planning and Research</i>
<i>n.4 Social Mobilization and Networking</i>
o. Education Program Specialist II
p. Education Program Specialist II for ALS (EPSA)
q. Nurse
r. Medical Officer
s. Dentist
t. Dental Aide

u. Public Schools District Supervisor
v. Education Program Supervisor
<i>v.1 Curriculum Implementation Division</i>
<i>v.2 Learning Resource Management and Development</i>
<i>v.3 Program Implementation</i>
<i>v.4 Schools Governance and Operations</i>
w. Assistant School Principal
x. JHS Head Teacher/Department Head
y. Administrative Officer II (HRMO I)
<b>1.5. Most Outstanding Coordinator/Coach/Trainer/Researcher</b>
<b>School Level</b>
a. Literacy Coordinator (Elementary only)
b. Numeracy Coordinator (Elementary only)
c. ICT Coordinator
d. Sports Coach/Trainer
<b>School/SDO Level</b>
a. WinS Coordinator
e. School-Based Feeding Program Coordinator
f. GAD Coordinator
g. SBM Coordinator
h. TA Coordinator
i. Learners' Rights and Protection Coordinator
j. Sports Officer
k. Division Information Officer
<b>Open Category (School and SDO)</b>
a. Researcher
<b>1.6. Top 10 in National Examinations</b>
<b>2. Best Office/School Award</b>
<b>2.1. Most Outstanding School</b>
a. Elementary (Monograde School—Central Category)
b. Elementary (Monograde School—Non-Central Category)
c. Elementary (Multigrade School)
d. Secondary School (Purely Junior High School)
<i>d.1 Non-Implementing Unit</i>
<i>d.2 Implementing Unit</i>
e. Secondary School (with JHS and SHS & Stand-Alone SHS)
<i>e.1 Non-Implementing Unit</i>
<i>e.2 Implementing Unit</i>
f. Integrated School (Elem with JHS/SHS)
<b>3. Hall of Fame Award</b>
<b>4. Special Awards (SDO Level only)</b>
4.1. On-the-Spot Award (Outstanding or Meritorious Award)
4.2. Gawad ng Superintendent

4. Moreover, to expand award opportunities to more teachers, this year's Search includes the Most Outstanding Teacher award categories that are grade-level specific. However, consistent with the Most Outstanding Teacher award categories outlined in RM No. 829, s. 2026, only the nominees who obtain the highest points in

the Elementary, Junior High School, and Senior High School categories will be endorsed for the Regional Search.

<b>Types of Awards</b>	
<b>1. Most Outstanding Teacher (Grade Level-specific)</b>	
<b><i>Elementary (Teacher I-III, MTs)</i></b>	
a.	Grade 1 Teacher
b.	Grade 2 Teacher
c.	Grade 3 Teacher
d.	Grade 4 Teacher
e.	Grade 5 Teacher
f.	Grade 6 Teacher
<b><i>Junior High School (Teacher I-III, MTs)</i></b>	
a.	Grade 7 Teacher
b.	Grade 8 Teacher
c.	Grade 9 Teacher
d.	Grade 10 Teacher
<b><i>Senior High School (Teacher I-III, MTs) (Track/Strand-specific)</i></b>	
a.	Grade 11 Academic Track Teacher
	a.1 ABM Teacher
	a.2 GA Teacher
	a.3 HUMSS Teacher
	a.4 STEM Teacher
b.	Grade 11 TVL Teacher
c.	Grade 11 Sports Teacher
d.	Grade 11 Arts & Design Teacher
e.	Grade 12 Academic Track Teacher
	e.1 ABM Teacher
	e.2 GA Teacher
	e.3 HUMSS Teacher
	e.4 STEM Teacher
f.	Grade 12 TVL Teacher
g.	Grade 12 Sports Teacher
h.	Grade 12 Arts & Design Teacher

5. In addition to the awards adopted from RM No. 829, s. 2026, the following sets of Division localized awards, which guidelines can be accessed through <https://tinyurl.com/LocalPRAISEGuidelines2026>, are to be given:

<b>Types of Awards</b>	
<b>1. Most Outstanding Coordinator/Adviser/Program Implementer</b>	
a.	Child Protection Coordinator
b.	Gulayan sa Paaralan
c.	District in Research Management
d.	School in Research Management
e.	SPTVE Implementer
<b>2. Other Awards</b>	
a.	District ALS Coordinator

6. The validity of the Outstanding/Meritorious Accomplishments and Trainings shall be within two (2) 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.
7. 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 between **October 1, 2025 to August 31, 2026**, will be considered valid for evaluation.
8. Deadline for submission of nominees is on **August 14, 2026, no later than 5:00 PM**. Late submissions will not be accepted.
9. Each nomination must include the accomplished nomination form and certified photocopies of all required supporting documents per award category. Submissions must be in hard copy and sent to the HRD Section of the Schools Division Office. Original documents are not required and should not be submitted.
10. To ensure a clear understanding of the updated guidelines, nomination process, documentary requirements, and evaluation criteria, **a virtual orientation on the 2026 R&R Guidelines** will be conducted on **July 20, 2026, from 3:00 – 5:00 PM via MS Teams**. The meeting link will be shared through the HRD District Partners group chat. **Attendees are all School/District PRAISE Committee Members and HRD District Focal Persons, while applicants of various award categories are strongly encouraged to join.**
11. Services rendered on Saturdays, Sundays, and holidays by all personnel involved in the entire screening process at the School, District, and Division levels are entitled to Compensatory Time-Off (CTO)/Overtime Pay/Service Credits as per CSC and DBM Joint Circular No. 2, s. 2004.
12. All expenses relative to this activity such as meals, materials, and travel expenses for validation, shall be charged against the Division MOOE/Local Fund/Special Education Fund subject to the usual accounting and auditing rules and regulations.
13. For queries/clarification, please contact Mr. Peter R. Bobiles, HRDS SEPS, or send an email to **hrd.northernsamar@deped.gov.ph**.
14. Immediate dissemination of and compliance with this Memorandum are desired.

  
**GAUDENCIO C. ALJIBE JR. PhD, CESO VI**  
Schools Division Superintendent 

Enclosures: As stated

References: RM No. 829, s. 2026

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

REWARDS & RECOGNITION

PRAISE

2026 PASIDUNGOG



Address: Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar  
Telephone Nos: (055) 500 1020  
Email Address: [northernsamar@deped.gov.ph](mailto:northernsamar@deped.gov.ph)  
Division Official Website: <https://northernsamar.deped.gov.ph>

Enclosure 1 of DM No. 251, s. 2026

**SCHEDULE OF ACTIVITIES**

<b>DATE</b>	<b>ACTIVITY</b>	<b>REMARKS</b>	<b>EXPECTED OUTPUT</b>
July-August 12, 2026	<p>Conduct of the selection procedure for nominating, evaluating, and identifying Outstanding Personnel at the <b>School Level</b></p> <p>Conduct of <b>District PRAISE Committee screening</b> and awarding ceremony at the <b>District Level</b></p>	<p>The conduct of the selection for nominating, evaluation, and identifying Outstanding Personnel is based on the schedule set by the School and District within the allocated time frame provided by the Division PRAISE Committee</p>	<p>Identified the nominees per award category</p> <p>List of Nominees from the schools</p>
August 14, 2026 (until 5 PM only)	<p>Deadline of Submission of District Nominees to the Schools Division Office corresponding to each award category</p>	<p>All 46 Districts are required to submit their endorsed nominees to the Schools Division</p> <p>In a folder, the Nomination Form, together with the required documents properly labeled, shall be submitted to the SDO Records Section.</p> <p>Check and ensure the completeness of all the documents submitted for the different categories and transmit to PRAISE</p>	<p>List of Nominees from the 46 Districts and SDO Functional Offices</p>

		Secretariat (SGOD HRDS)	
		Late documents will not be accepted.	
August 15-16, 2026	Stage 1 Sorting and shortlisting period <ul style="list-style-type: none"><li>Shortlisting of the nominees (<i>top 3 will be emailed</i>)</li></ul>	in-charge: Division PRAISE Committee	Screened qualified and shortlisted nominees
August 17-21, 2026	Stage 2 Face to face Screening of nominees (One-Stop Shop) and validation of R&R documents <ul style="list-style-type: none"><li>Evaluation of documents of nominees based on the set criteria</li></ul>	in-charge: Division PRAISE Committee	Screened qualified and shortlisted nominees
August 22-24, 2026	Consolidation, preparation and finalization of results	PRAISE Committee convenes and deliberates the results	Final results of deliberation
August 25, 2026	Presentation of R&R Results to the PRAISE Committee	PRAISE Committee prepares the results of winners	Results of Winners
August 28, 2026	Announcement of the R&R Winners per award category	PRAISE Committee prepares logistics for the awarding  Production Team starts shooting	Fielded the Memorandum re Announcement of Winners
August 31-September 2, 2026	Sorting and packaging of R&R documents for submission to the Region		
September 3, 2026	Endorsement of Division Nominees to the Regional PRAISE Committee for the 2026 Search for the Most Outstanding DepEd Region VIII Personnel, Schools Division Offices, and Schools		Submitted the Endorsed Division Nominees to the Regional PRAISE Committee

October – November 26, 2026	Preparation for the 2026 Pasidungog		
November 27, 2026	Pasidungog 2026 Awards Ceremony	Check technicalities for the awarding ceremony	TBA
December 11, 2026	Conduct of Evaluation of the Annual PRAISE Activities	PRAISE Committee	Submitted the Activity Completion Report
January 2027	Submission of the PRAISE Activity Completion Report	PRAISE Committee	Submitted the Activity Completion Report

Enclosure 2 to DM No. 259 s. 2026

**PRAISE COMMITTEE TECHNICAL WORKING GROUP (TWG), ASSIGNMENT,  
AND TERMS OF REFERENCE FOR THE 2026 SEARCH FOR THE  
MOST OUTSTANDING DEPED NORTHERN SAMAR PERSONNEL,  
PROGRAM IMPLEMENTERS, AND SCHOOLS**

<b>Award Categories</b>	<b>Chairperson</b>	<b>Members</b>
<b>Best Employee Award</b> <b>1. Most Outstanding Teacher (TI-III, MTs)</b> 1.1. Kindergarten 1.2. Elementary (Grades 1-6) 1.3. Special Education (SPED) 1.4. Madrasah 1.5. Multigrade	Chair: Sylvia D. Villanueva	Felix J. Ladeño Davy Aplan Zyra D. Ultra
<b>Best Employee Award</b> <b>1. Most Outstanding Teacher (TI-III, MTs)</b> 1.6. Junior High School (Grades 7-10) 1.7. Senior High School (Grades 11-12) 1.8. ALS	Chair: Sylvia D. Villanueva	Alex B. Rejuso Roberto T. Orias Medardo Baylon III
<b>Best Employee Award and Best Office/School/Learning Center Award</b> <b>1. Most Outstanding School Head (30%) and Most Outstanding School (70%)</b> 1.1. Elementary (Monograde School—Central Category) 1.2. Elementary (Monograde School—Non-Central Category) 1.3. Elementary (Multigrade) 1.4. Secondary School (Purely Junior High School) 1.5. Secondary School (JHS with SHS; Stand-Alone SHS) 1.6. Integrated School (Elem and JHS/SHS)	Chair: Noe M. Hermosilla	Eva Baldoza Deah A. Gamao Merlita B. Fajardo Rudel Lutao Atty. Risty Adarayan
<b>Best Employee Award</b> <b>1. Most Outstanding Non-Teaching Personnel/Teaching-Related Personnel (Level 1)</b> <b>School/SDO Level</b> 1.1. Administrative Aide 1.12. Administrative Assistant or equivalent position  <b>2.1. Most Outstanding Non-Teaching Personnel/Teaching-Related Personnel (Level 1)</b> <b>School Level</b>	Chair: Nelida M. Lobos	Atty. Vergel Buna Rolando Lucenecio Eunice V. Taringting



<p>2.1.1. Administrative Officer I-IV                  2.1.2. Registrar                  2.1.3. Implementing Unit Bookkeeper/                  Accountant                  2.1.4. Librarian</p> <p><b>2.2. Most Outstanding Non-Teaching Personnel/Teaching-Related Personnel (Level 2)</b>  <b>SDO/School Level</b></p> <p>2.2.1. Administrative Officer V                  2.2.2. Human Resource Management Officer (HRMO)                  2.2.3. Supply Officer                  2.2.4. Cashier                  2.2.5. Records Officer                  2.2.6. Legal Officer                  2.2.7. Accountant                  2.2.8. Budget Officer                  2.2.9. Division Librarian                  2.2.10. Planning Officer                  2.2.11. Information Technology Officer                  2.2.12. Engineer                  2.2.13. Project Development Officer II                      <i>a. Youth Formation</i>                      <i>b. Disaster Risk Reduction</i>                      <i>c. Learning Resource</i>                  2.2.14. Senior Education Program Specialist                      <i>a. Human Resource Development</i>                      <i>b. School Management Monitoring and Evaluation</i>                      <i>c. Planning and Research</i>                      <i>d. Social Mobilization and Networking</i>                  2.2.15. Education Program Specialist II                  2.2.16. Education Program Specialist II for ALS (EPSA)                  2.2.17. Nurse                  2.2.18. Medical Officer                  2.2.19. Dentist                  2.2.20. Dental Aide                  2.2.21. Public Schools District Supervisor                  2.2.22. Education Program Supervisor                      <i>a. Curriculum Implementation Division</i>                      <i>b. Schools Governance and Operations Division</i>                  2.2.23. Assistant School Principal                  2.2.24. JHS Head Teacher/Department Head</p>		
---	--	--

<p>2.2.25. Administrative Officer II (HRMO I)</p> <p><b>Best Employee Award</b>  <b>1. Most Outstanding Coordinator/ Coach/Trainer/Researcher</b>  <b>School Level</b>                  1.1. Literacy Coordinator (Elementary only)                  1.2. Numeracy Coordinator (Elementary only)                  1.3. ICT Coordinator                  1.4. Sports Coach/Trainer  <b>School/SDO Level</b>                  1.5. WinS Coordinator                  1.6. School-Based Feeding Program Coordinator                  1.7. GAD Coordinator                  1.8. SBM Coordinator                  1.9. TA Coordinator                  1.10. Learners' Rights and Protection Coordinator                  1.11. Sports Officer                  1.12. Division Information Officer  <b>Open Category (School and SDO)</b>                  1.13. Researcher</p>	<p>Chair: Omar O. Ty</p>	<p>Dionesia Mercader                  Reynel M. Ignacio                  Shiela Ann M. Rodriguez</p>
<p><b>Most Outstanding Coordinator/Adviser/Program Implementer</b>                  1.1. Child Protection Coordinator                  1.2. Gulayan sa Paaralan                  1.3. District in Research Management                  1.4. School in Research Management                  1.5. SPTVE Implementer                  1.6. District ALS Coordinator</p>	<p>Chair: Elna D. Enano</p>	<p>Mark Manalo                  Emily Adarayan                  Jocelyn I. Acebuche</p>

**PRAISE SECRETARIAT**

Peter R. Bobiles  
 Pepito E. Saldo Jr.  
 April Rose D. Ballicud  
 Cindy Celespara  
 Wilkins Wong

**TWG TERMS OF REFERENCE**

1. Take/receive the documents of the nominees from the Division PRAISE Secretariat c/o HRDS.
2. Evaluate the documents based on the prescribed search criteria.
3. Rank and identify the Top 3 qualified nominees per award category.
4. Conduct validation of the Top 3 qualified nominees through face-to-face interview or online interview using available online platforms.
  - 4.1. Inform the Top 3 qualified nominees on the schedule of validation.



Address: Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar  
 Telephone Nos: (055) 500 1020  
 Email Address: [northernsamar@deped.gov.ph](mailto:northernsamar@deped.gov.ph)  
 Division Official Website: <https://northernsamar.deped.gov.ph>

- 4.2. If the interview is done online, create and provide the meeting link to the Top 3 qualified nominees.
- 4.3. Use the Potential/Interview Checklist and Rating Sheet provided.
5. Submit the results of the evaluation and validation to the Division PRAISE Committee c/o HRDS.