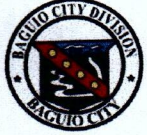
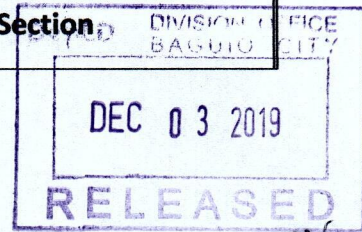
	GENERAL QUALITY FORM		Document Code: Revision: 00 Effectivity date: 8-20-18
	DIVISION MEMORANDUM		Name of Office: SGOD-HRD Section

Office of the Superintendent
Division Memorandum Number 647, s. 2019



REWARDS AND RECOGNITION PROGRAM COMMITTEE MEETING


To: PRAISE COMMITTEE MEMBERS (D.O based only)
All Others Concerned

1. The PRAISE Committee are requested to convene on **December 16, 2019, 8:00-3:00 P.M.** at DO Training Center for the post evaluation of Rewards and Recognition (R and R) Programs of the SDO.
2. Other agenda are:
 1. Presentation of PRIME-HRM assessment results on R and R
 2. Review of SDO Spot Awards guidelines.
 3. Evaluation Results of 2019 Pammadayaw
 4. Other matters

3. Participants from SDO –Baguio are the following:

Name	Position/Designation	M	F
1. Marie Carolyn B. Verano	SDS		x
2. Soraya T. Faculo	OIC-Office of the ASDS		x
3. Juliet C. Sannad	Chief-CID		x
4. Jerry C. Ymson	EPS- SGOD	x	
5. Susana C. Aliping	PSDS		x
5. Jovelyn Petra T. Balantin	SEPS- HRD		x
6. Nieves D. Ebanio	AO V- Admin		x
7. Asuncion C. Saguid	EPS- II -HRD		x
6. Belen R. Tomin	Budget Officer		x
7. Harris Dizon	IT Officer		x
8. Ma. Louella Moncada	HRMO	x	
9. Sharon Christianne R. Castillo (for QATAME)	SEPS- SMM & E		x
TOTAL PARTICIPANTS	Male- 2 Female- 7	Total – 9 pax	

4. Matrix of Activities: (See attached)
5. Immediate dissemination and compliance to this memorandum is desired.


MARIE CAROLYN B. VERANO, CESO VI
 Schools Division Superintendent

**PRAISE COMMITTEE MEETING
DECEMBER 16, 2019**

MATRIX OF ACTIVITIES

Time	Topics/Agenda	Focal
8:00-8:20	Preliminaries	Asuncion Saguid
8:21:-8:30	Statement of Purpose	Soraya T. Faculo
8:30-10:00	Meeting Proper Agenda 1: Presentation PRIME-HRM assessment results on R and R	Nieves D. Ebanio
10:00-11:00	Agenda 2: Review of Spot Awards Guidelines	Jovelyn T. Balantin
11:01-12:00	Agenda 3: QATAME Results- 2019 Pammadayaw	Sharon Christianne R. Castillo
1:00-3:00	Workshop/ Other matters	Soraya T. Faculo