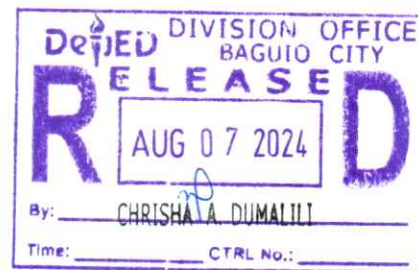




Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



August 6, 2024

Division Memorandum

No. 431-2024

COMPOSITION OF ASESSMENT TEAM OF ENTRIES IN THE PAMMADAYAW 2024 AND SCHEDULE OF INTERVIEW/VALIDATION

To: CID and SGOD Chief Education Supervisors
 All Public Schools District Supervisors
 All Public and Private Secondary and Elementary School Heads
 All Others Concerned

1. Relative to RM 236, s. 2024 re: Policy Guidelines for GAWAD Cordillera and DM 317, s. 2024 on the ongoing search for outstanding employees for the Pammadayaw 2024, this Office through the Division PRAISE committee will be conducting assessment, interview and validation of the nominees simultaneously, scheduled as follows:

Award Category	Date	Time	Venue
Non-Teaching Category (L1 and L2)	August 22, 2024	8:30 AM -11:00 AM	Division Office Training Center
Teaching Category – 1. T1-T3 (Public and Private) 2. Master Teacher			
School Heads, Public and Private	August 23, 2024	8:30-11:00 AM	
Other Related Teaching (EPS2, SEPS, HTs, Lbrarian)			
Group Category (Public and Private Schools Elem & Secondary)	August 26, 2024	9:00 AM to 12:00 noon	
Supervisor Category			





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2. The following is the composition of Assessment & Validation team in the different award categories, to wit:

AWARD CATEGORIES	ASSESSMENT TEAM/SUB-COMMITTEE
NON-TEACHING CATEGORY (L1 AND L2)	Chairperson: Arianne C. Bangseil Members: Ma. Lorena Galera Harris G. Dizon Jr.
TEACHER CATEGORY (PUBLIC & PRIVATE) 1. Elementary 2. Secondary 3. ALS	Chairperson: Jerry Ymson Members: Marina Tabangcura Virginia Alindayo Arlani Buccat Rosie Beel Marzo Santiago Bugtong
MASTER TEACHER 1. Elementary 2. Secondary	Chairperson: Lourdes B. Lomas-e Members: Marilyn S. Tami-ing Olivia O. Gomez Nixon Elahe
SCHOOL HEADS CATEGORY (Public & Private) 1. Elementary 2. Secondary	Chairperson: Juliet C. Sannad Members: Maryjane N. Malihod Nancy Dumalili Lilibeth Degsi Juliet Piok
Other Related Teaching (EPS2, SEPS, HTs, Lbrarian)	Chairperson: Jayrere Guevarra Members: Arainne Bangseil Rosanna Dizon
SUPERVISOR CATEGORY PSDS and EPS	Chairperson: Niño M. Tibangay Members: Marilyn Apiit Jovelyn Balantin
Group Category (Public and Private Schools)	Chairperson: Nieves Ebanio Members: Annie Caguioa Lolita Manzano Nora Dalapnas Loida Mangangey Armi Victoria Fiangaan
R and R Focal	Jovelyn Balantin
Receiving of Entries	Records Section
Secretariat	Maria Louella Moncada
Final Review	Division PRAISE Committee
Over-all Chairperson	ASDS Carmel F. Meris
Consultant/Adviser	SDS Soraya T. Faculo

3. Roles, Responsibilities and Functions of the Assessment Team:

Chairpersons of the award categories	1. Receive the documents from the PRAISE Secretariat. 2. Convenes the group and ensure that the committee members will perform their functions. 3. Lead the members in assessing of the documents submitted.
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Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY

	<ol style="list-style-type: none">4. Responsible in submitting the results of the assessment to the PRAISE Secretariat on or before the timeline.5. Present initial results for further deliberation before the PRAISE committee.
Members of the award categories	<ol style="list-style-type: none">1. Check/validate the completeness of Means of Verification of the nominees.2. Assess the documents and provide corresponding points vis a vis criteria set.3. Prepare a summary of the results.4. Turn over the documents to the PRAISE Secretariat after final deliberation of the PRAISE.

4. Functions of the Technical Working Group (TWG).

Records Section	<ol style="list-style-type: none">1. Receive the documents then submit to the PRAISE Secretariat.2. Turn over the documents to the nominees after the final deliberation or go signal of the PRAISE Committee.
Secretariat	<ol style="list-style-type: none">1. Receive the documents from the Records Section.2. Document all proceedings of PRAISE Committee meetings.2. Record the submitted documents.3. Receive and consolidate the results.4. Prepare the assessment form and distribute to the committee during the paper evaluation.5. Document the deliberation meetings.6. Submit minutes of the meetings to the PRAISE Chair, copy furnish the committee members.
Focal	<ol style="list-style-type: none">1. Coordinates the logistics.2. Prepares a report of the assessment.3. Submits report to the PRAISE Committee for final review and approval.4. Schedules a meeting for the presentation and deliberation of results.

5. Immediate dissemination and strict compliance with this Memorandum is directed.


SORAYA T. FACULO PhD, CESO VI
OIC- Schools Division Superintendent