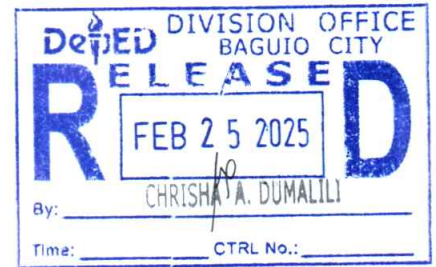




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



February 24, 2025

OFFICE MEMORANDUM

No. 012,2025

**CORRIGENDUM TO OFFICE MEMORANDUM NO. 11, S, 2025
(REVISED GUIDELINES FOR ON-THE-SPOT AWARDS FOR DIVISION OFFICE
EMPLOYEES)**

To: Chief Education Supervisors
Unit/Section heads
Others Concerned

1. This Office through the Division PRAISE Committee issued Office Memorandum No. 11, s. 2025 on the REVISED GUIDELINES FOR ON-THE-SPOT AWARDS FOR DIVISION OFFICE EMPLOYEES.
2. Item no. 5 of the said guidelines states that immediate heads of a particular employee (Division Chiefs, AO, Section/Unit Heads) shall be responsible in giving the nominations to the PRAISE Committee. This corrigendum is being issued to rectify that aside from the immediate heads, anybody in the office who have witnessed or observed the performance, good deeds of a particular employee are eligible as nominator.
3. For information and guidance.

SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent

For the Schools Division Superintendent:

NIEVES D. EBANIO PhD
Administrative Office V



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600
Telephone No.: (074) 665-1231
Email Address: baguio.city@deped.gov.ph



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