



Republic of the Philippines  
**Department of Education**

Region I

**SCHOOLS DIVISION OFFICE OF ALAMINOS CITY**

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**  
**DM-2022 - 456**



**TO :** Chief Education Supervisor-CID  
Chief Education Supervisor-SGOD  
Administrative Officer V  
Division Education Program Supervisors  
All Schools Division Office Personnel  
All School Heads, Teachers and School-based Non-Teaching Personnel

**SUBJECT : CALL FOR NOMINATION FOR 2022 DIVISION SEARCH FOR GAWAD HENERAL ROMAN MANALANG AWARD RECIPIENTS**

**FROM :** Office of the Schools Division Superintendent

**DATE :** November 11, 2022

1. As part of the endeavor of the Schools Division Office of Alaminos City in attaining its Maturity Level 2 in Rewards and Recognition for the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) and in response to the implementation of DepEd ORDER No. 09, s. 2002 or "Establishing the Program on Awards and Incentives for Service Excellence (PRAISE) in DepEd, this Office announces the call for nominations for the 2022 Division Search for Gawad Heneral Roman Manalang Award Recipients.
2. This search aims to give recognition and rewards to the best performing and deserving Supervisors, School Heads (Principals, Assistant Principals, Head Teachers and Department Heads), Teachers (Highly Proficient and Proficient Teachers) and Non-Teaching Personnel (Levels 1 and 2) in the division who have demonstrated exemplary behavior, innovative Ideas and works, commendable accomplishments, heroic deeds, and admirable advocacies that contributed to high-quality and efficient service to the public.
3. The Division (PRAISE) is now accepting nominations on the following categories: Supervisors, School Heads (Principals, Assistant Principals, Head Teachers and Department Heads), Teaching Personnel (Highly Proficient and Proficient) and Non-Teaching Personnel. All documents and pertinent papers of the nominees shall be submitted on or before November 28, 2022, 5 PM at the Records unit in the Division Office. All documents must be in hard copies placed in two (2) folders and soft/scanned

***With hundred reasons to serve!***



Address: San Jose Drive, Poblacion, Alaminos City, Pangasinan  
Telephone Number: (075) 205 - 0644  
Website: [depedalaminoscity.com](http://depedalaminoscity.com)  
Email Address: [alaminos.city@deped.gov.ph](mailto:alaminos.city@deped.gov.ph)





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copies which shall be forwarded to the email of Mr. Keith V. Garcia (keith.garcia@deped.gov.ph) on or before the deadline of submission. Late entries shall not be accepted.

4. The Nomination form and all supporting documents should be placed in A4 size folders, with proper side tabs and labels following the color codes below:

- Supervisor-Orange
- School Heads-Yellow
- Teaching Personnel-Green
- Non-Teaching Personnel-Blue

5. All nominations shall be addressed to:

**VIVIAN LUZ S. PAGATPATAN PhD, CESO VI**

Assistant Schools Division Superintendent

Officer-In-Charge

Office of the Schools Division Superintendent

6. The search guidelines and criteria, including all required documents and templates needed for the nomination shall be accessed through this link: [shorturl.at/InoDF](http://shorturl.at/InoDF).
7. The schedule of the validation of documents and interview of the nominees with the Division PRAISE committee members shall be on November 28-29, 2022. Winners shall be announced on December 12, 2022 and shall be awarded on December 19, 2022 during the Recognition Night to be held at Don Leopoldo Sison Convention Center.
8. Immediate and widest dissemination of this Memorandum is earnestly desired.

  
**VIVIAN LUZ S. PAGATPATAN CESO VI**

Assistant Schools Division Superintendent

Officer-In-Charge

Office of the Schools Division Superintendent

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