



Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
**DIVISION OF AKLAN**  
Kalibo, Aklan



November 20, 2017

**DIVISION MEMORANDUM**

No. 295, s. 2017

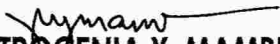
**CRAFTING AND FINALIZATION OF PROGRAM ON AWARDS AND INCENTIVES FOR  
SERVICE EXCELLENCE (PRAISE) OF THE DIVISION**

To: **Chief Education Supervisors**  
**Education Program Supervisors/Coordinators**  
**Public Schools District Supervisors**  
**Principals/Head Teacher In-Charge of the District**  
**Senior/Education Program Specialists**  
**Unit Heads**  
**Other Concerned**

1. The Department of Education (DepEd) Division of Aklan will conduct the Crafting and Finalization of Program on Awards and Incentives for Service Excellence (PRAISE) on December 13-15, 2017, venue to be announced later.
2. This activity aims to craft and finalize the Division's PRAISE which will be the basis of the reward system for the teaching and non-teaching staff of the division.
3. The participants for this training are:
  - a. Assistant Schools Division Superintendent
  - b. Chief Education Program Supervisors
  - c. Education Program Supervisors
  - d. Public Schools District Supervisors/Principals/Head Teacher In-Charge of the Districts
  - e. Medical Health Officer III
  - f. Legal Officer
  - g. Senior/Education Program Specialists
  - h. Information Technology Officer
  - i. Planning Officer III
  - j. Administrative Officer V
  - k. Division Engineer
  - l. Budget Officer
  - m. Accountant
  - n. Administrative Officer IV (Personnel)
  - o. National Educators Union Representative
  - p. Indigenous People's Education Coordinator

4. Immediate and widest dissemination of this Memorandum is earnestly desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

  
**PATROCINIA Y. MAMBURAM**  
Administrative Officer V  
Administrative Office  
In-Charge of the Division

Enclosure:

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

**TEACHERS**

**TRAINING**

**PROGRAM**

LFS