



Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OFFICE II OF PANGASINAN

Office of the Schools Division Superintendent

September 12, 2023

Division Memorandum

No. 430 s. 2023

**SUBMISSION OF ENTRIES FOR THE 2023 GAWAD CONRADO F. ESTRELLA,
SR. EDUCATORS AND SERVICE AWARD**

TO: Assistant Schools Division Superintendents
Chief Education Program Supervisors (SGOD & CID)
Public Schools District Supervisors
Elementary School Heads/Department Heads
Secondary School Heads
Teaching and Non-Teaching Personnel
All Others Concerned

1. This Office announces the Conduct of the **GAWAD CONRADO F. ESTRELLA SR. EDUCATORS AND SERVICE AWARD 2023**.

2. The competition aims to encourage, recognize and reward school heads, teachers and non-teaching employees for their exemplary accomplishments and extraordinary acts or services which led to the organizational productivity.

3. The folders (2 copies-long size, color-coded folder) to be submitted are the following:

GAWAD CONRADO F. ESTRELLA, SR. EDUCATORS AWARD

- a. Teachers I, II & III (**YELLOW**)
- b. Master Teachers I, II, & III (**GREEN**)
- c. School Heads/Department Heads (**RED**)

GAWAD CONRADO F. ESTRELLA, SR. SERVICE AWARD

- a. Non-Teaching Personnel – SG 1 to 9 (**ORANGE**)
- b. Non-Teaching Personnel – SG 10 to 21 (**VIOLET**)
- c. Supervisors (**BLUE**)

4. There will be one (1) entry per category in each municipality. Only the short-listed nominees in the municipality shall be qualified to submit their folders in the Division Level.

APPROVED FOR TRANSMISSION:


ARVIN R. PURISIMA
ADMINISTRATIVE OFFICER V



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5. In line with this, the activities shall be conducted in the following indicative schedule below:

ACTIVITIES	Indicative Schedule
Pre-Qualification in the Municipal Level	September 19, 2023, District Offices
Submission and Receiving of Entries for Division Level	September 20 to 22, 2023 @ Records Unit
Evaluation of Documents	September 25, 2023 (For Teaching & Non-Teaching) September 26, 2023 (For School Heads and Supervisors)
Coverage of Documents	SY 2019-2020 onwards
Announcement of Winners	On a separate Memorandum
Awarding Ceremonies	October 02, 2023

6. The **Division Program on Awards and Incentives for Service Excellence (PRAISE) Committee** is composed of the following:

Chairperson:	Dr. LORNA G. BUGAYONG, CESO V (SDS)
Vice-Chairperson:	ROSARIO O. CABRERA (ASDS – 4th & 5th District) WILFREDO E. SINDAYEN, EdD (ASDS – 6th District)
Members:	CORNELIO R. AQUINO, EdD (CID Chief) REDECTOR B. AQUINO, PhD (SGOD Chief) Atty. MA. JESSICA D. TIBAY (President, Non-Teaching) REGINA S. FABIA (President, PESPA) JOSE S. VENENCIANO (President, NAPSHI) ARVIN R. PURISIMA (Administrative Officer V)
Secretariat:	JANICE M. RIVERA (SEPS, HRD) YOGIE S. CATAÑETO (AO IV – HRMO) EMHIL C. MEDRANO (EPS II – HRD) JUSTINE ROSE G. DE GUZMAN (PDO I)

7. Immediate dissemination of this Memorandum is desired.


LORNA G. BUGAYONG, PhD, CESO V
 Schools Division Superintendent

