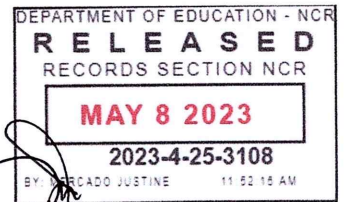




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



May 2, 2023

REGIONAL MEMORANDUM
No. 348, s. 2023

To: **Assistant Regional Director**
Regional Division Chiefs
Schools Division Superintendents

THE 2023 GAWAD CAREER EXECUTIVE SERVICE (CES) AWARD

1. Relative to the letter addressed to the Vice-President and Department Education Secretary, Hon. Sara Z. Duterte, dated March 20, 2023, from the Office of the Executive Director of the Career Executive Service Board, Maria Marcy Cosare-Ballesteros, this Office hereby announced and informed the field of the above-captioned subject.
2. The field is enjoined to select their nominees and submit the nomination form to the CESB office at No. 3 Marcelino Street, Isadora Hills Subd., Brgy. Holy Spirit, Diliman, Quezon City, on or before **May 31, 2023**.
3. Moreover, the CESB requests the field to disseminate and post the GAWAD CES announcement, such as the GAWAD CES brochures and posters, in conspicuous places in each office.
4. Enclosed to this are the Presidential Gawad CES Nomination Form, GAWAD CES poster, and brochures.
5. For more information, please contact:

Ms. Ellaine M. Mamhot
Performance Management and Assistance Division, CESB
Email: pmad@cesboard.gov.ph
Tel: 02-8951-4981 locals 110 and 126

6. Immediate and appropriate action on this Memorandum is desired.


WILFREDO E. CABRAL, CESO III
Regional Director



A legacy as rich as excellence!

Misamis St., Bago Bantay, Quezon City
Tel. Nos.: 920-5824; 926-2213 loc. 801
Email Address: ncr@deped.gov.ph
Website: <http://www.deped.gov.ph/regions/ncr/>



Republic of the Philippines
CAREER EXECUTIVE SERVICE BOARD

No. 3 Marcelino Street, Isidora Hills Subd., | Tel. Nos. +63 2 8951 4981 to 85
Brqy. Holy Spirit, Diliman, Quezon City 1127 | Website: www.cesboard.gov.ph



20 March 2023

VICE PRESIDENT SARA Z. DUTERTE

Secretary
Department of Education
2/F Rizal Bldg., UL Complex
Meralco Avenue, Pasig City

ATTENTION : Mr. Resty C. Osias
Director IV
Bureau of Human Resource and Organizational
Development

Dear Vice President Duterte:

Warm greetings from the Career Executive Service Board!

We are pleased to inform you that we are now accepting nominations for the 2023 Gawad CES Award.

The Gawad CES Award is the annual Presidential recognition program to promote performance excellence in public service by honoring exemplary members of the Career Executive Service. This recognition program further seeks to motivate and inspire Career Executive Service Officers (CESOs) and Career Executive Service (CES) Eligibles to live up to the core values of the Career Executive Service, while fulfilling the mandate to serve as development-oriented public managers who are willing to bring change where it is needed, expertise where it is missing, and leadership where it is wanting.

In the same vein, we ask for your valuable help in facilitating the possible selection of nominee/s from your agency by disseminating and posting the GAWAD CES announcement in conspicuous places in the Central, Regional, and Field Offices of your agency. Attached are the e-copies of the GAWAD CES brochures and posters that you may disseminate for the said purpose.

May we also enjoin your agency to select your nominee/s and submit the nomination form/s, downloadable at cesboard.gov.ph, to the CESB on or before 31 May 2023.

Ms. Ellaine M. Mamhot of the Performance Management and Assistance Division (PMAD) shall coordinate with you on this matter. Should you wish to contact us sooner, you may reach us at 951-4981 locals 110 and 126 or via email: pmad@cesboard.gov.ph.

Thank you very much for your partnership and support to CES endeavors.

Very truly yours,

MARIA MARCY COSARE - BALLESTEROS, CESO II
Executive Director



DOCUMENT NO.: QPPMA04FO1

REVISION : 1

PRESIDENTIAL GAWAD CES NOMINATION FORM A

This is to respectfully nominate _____
(Name of Individual/Group Nominee)
 of _____ for his/her/their valuable contribution in
(Agency of the Nominee)

(Narrate the Outstanding Accomplishment/Contribution. You may use additional sheets as necessary)

I attest, to the best of my knowledge, that I have known his/her/them since _____
(year)
 as his/her/their _____, and that he/she/they has/have never been
(state relationship to the nominee)
 conferred with the Presidential Gawad CES based on the same accomplishments mentioned above.

 Name and Signature of Nominator

 Date of Signing
 Agency: _____
 Position: _____
 Contact Number: _____
 Email: _____

Nominee Contact Details:

Name: _____
 Agency: _____
 Position: _____
 Contact Number: _____
 Email: _____



DOCUMENT NO.: QPPMA04FO1

REVISION : 1

ENDORSEMENT OF NOMINATION

(This form shall be sent to the nominee by the CESB)

_____ (Date) _____

_____ (Addressee) _____

Dear Mr./Ms _____ :

Greetings from the Career Executive Service Board!

This is to inform you that you have been nominated by _____ to the Presidential Gawad CES Award.

Should you accept the nomination, kindly submit the following documents on or before 30 June 2023 to complete your nomination package:

- CES Personal Data Form (PDF) duly sworn to before the highest-ranking Human Resources Management Officer;
- Bureau of Internal Revenue Tax Clearance;
- Self-Certification of No Pending Case or Conviction;
- Detailed information on dismissed case/s, if any;
- Latest duly notarized Statement of Assets, Liabilities, and Net Worth (SALN);
- Agency-issued Certification of Performance Rating for the past 2 years or copy of your CESPES ratings; and
- Nomination Form B: Abstract of Accomplishment accompanied by supporting data. Please peruse the attached Nomination Form A as your reference.

MARIA MARCY COSARE-BALLESTEROS, CESO II

Executive Director



DOCUMENT NO.: QPPMA04FO1

REVISION : 1

COVER LETTER TEMPLATE

_____(Date)_____

_____(Addressee)_____

Dear Executive Director Ballesteros:

This is to respectfully submit the documentary requirements pertinent to my nomination to the 2023 Presidential Gawad CES Award.

- CES Personal Data Form (PDF) duly sworn to before the highest-ranking Human Resources Management Officer;
- Bureau of Internal Revenue Tax Clearance;
- Self-Certification of No Pending Case or Conviction;
- Detailed information on dismissed case/s, if any;
- Latest duly notarized Statement of Assets, Liabilities, and Net Worth (SALN);
- Agency-issued Certification of Performance Rating for the past 2 years or copy of your CESPES ratings; and
- Nomination Form B: Abstract of Accomplishment accompanied by supporting data.

Name and Signature of Nominee

Date Signed



DOCUMENT NO.: QPPMA04FO1

REVISION : 1

GAWAD CES NOMINATION FORM B ABSTRACT OF ACCOMPLISHMENT

Instruction: You are encouraged to limit your answer to one (1) most outstanding accomplishment (consolidate the activities, programs, or interventions) that is related to the matter you were nominated for. Please provide complete, concrete, and concise answers as possible. Please substantiate claims with data and attach document/proof.

SHORT TITLE OF THE ACCOMPLISHMENT	
DESCRIPTION / DETAILS OF THE ACCOMPLISHMENT	
<p style="text-align: center;">PROBLEM</p> <ul style="list-style-type: none"> Specify the needs/ problems/ condition prior to the implementation of the intervention 	
<p style="text-align: center;">INTERVENTION</p> <p>Specify:</p> <ul style="list-style-type: none"> Activities/ processes undertaken New ideas, strategies, or interventions implemented Goals, purpose, and objectives of programs/ activities/projects implemented Target beneficiaries (name and number of community/ agency/ group) Success indicator of the intervention, if any 	
<p style="text-align: center;">RESULT</p> <p>Specify:</p> <ul style="list-style-type: none"> Number of stakeholders benefited Qualitative description of and/or quantitative data on the change that occurred to the intended beneficiaries How the intervention effectively addressed the problems/ needs stated above How the intervention/s contributed to the fulfillment of the agency's priorities and/or the Philippine Development Plan Who replicated the intervention and how was it replicated 	
Please specify your role in fulfilling the accomplishment. For group nomination, please specify the role of each of the members.	
Other significant information about your accomplishment you want to share:	

I hereby declare that I have properly accomplished this Form and all information are true, correct and accurate.

 Signature over Printed Name of
 Nominee/s and Date Signed



Republic of the Philippines
CAREER EXECUTIVE SERVICE BOARD
No. 3 Marcelino Street, Isidora Hills Subd., Brgy. Holy Spirit, Diliman, Quezon City 1127 | Tel. Nos. +63 2 951 4981 to 85
Website: www.cesboard.gov.ph



DOCUMENT NO.: QPPMA04FO1

REVISION : 1

CAREER EXECUTIVE



Call for *Now*

PRESIDENT GAWAIA

AWA

Open to all **CESOs**
eligibles who may eit
as an individual or
whose outstanding a
ethical and leadersh
integrity are worthy c



Call for *Nominations*
GAWAD CES
PRESIDENTIAL AWARDS



CAREER EXECUTIVE SERVICE BOARD
Isang Karangalan ang Maglingkod sa Bayan

For more information, visit www.cesboard.gov.ph.
For queries, please e-mail us at pmad@cesboard.gov.ph
Contact no.: (02) 951 4981 locals 110, 111 or 126

WHAT IS GAWAD CES?

GAWAD CES is a Presidential award that recognizes members in the Career Executive Service (CES) for exemplary performance and significant contributions, particularly in the areas of innovation, information and communication technology, social services, administrative reforms and public policy.

WHAT IS THE BASES OF THE GAWAD CES?

GAWAD CES was established by virtue of Executive Order (EO) No. 715 signed by President Gloria Macapagal-Arroyo on March 28, 2008. EO 715 effectively upgraded the former recognition program in the CES, the Search for Outstanding CEO.

WHO CAN BE NOMINATED FOR THE GAWAD CES?

GAWAD CES is open to all Career Executive Service Officers (CESOs) and Third-Level Eligibles (CEOE/CSEE/CESE) occupying executive and managerial positions in the third level, who may either be nominated as an individual or as a group/team with a maximum of ten (10) members who contributed to a common project outcome/output.

The project of the team/group may be implemented covering any of the following:

- * **Inter-agency** – the contributions must be implemented in various agencies and have brought beneficial results to the agencies or to a particular sector.
- * **Intra-agency** – the contributions have made a positive difference within a particular agency.

Individual or team nominees must have at least Very Satisfactory performance rating or equivalent for the last two (2) consecutive years prior to his/her/their nomination. In addition, he/she/they should have never been found guilty of any administrative or criminal offense involving moral turpitude, or conduct that is considered contrary to community standards of justice, honesty, or good morals i.e. graft and corruption, murder, rape, sexual harassment, embezzlement, forgery, extortion, perjury, et al, and have not been formally charged administratively or criminally at the time of nomination.

WHO CAN NOMINATE?

Nominators for the GAWAD CES may be any of the following persons/organizations:

- * Government agencies, national and regional associations of career executive officers and non-government/civil society organizations, through their Heads of Offices or Chief Executive Officers; and
- * Nominee's superior/subordinate or any individual from the nominee's agency who has substantial knowledge of the nominee's leadership/managerial attributes and accomplishments.

HOW CAN ONE NOMINATE?

A nominator can write to the Career Executive Service Board to nominate a qualified official/group of officials, attaching the accomplished nomination form (downloadable at www.cesboard.gov.ph). A copy of the Curriculum Vitae of the nominee/s should also be submitted before the published deadline.

Only candidates nominated in writing shall be considered. Self nominations are not accepted. There is no limit to the number of candidates to be nominated by a nominating organization/agency.

Agencies are encouraged to adopt their own selection/nomination system. However, nominations not subjected to the agency selection system shall still be accepted by the CESB, if it meets the criteria set forth in the Guidelines.

HOW IS THE VALIDATION DONE?

The validation period begins with a publication of the names of the finalists in major dailies asking for public feedback regarding the competence and integrity of the finalist.

After two weeks of collecting general public feedback, a team of trained validators will conduct a weeklong on-location evaluation to gather information that will include document review, one-on-one interviews with relevant and reliable sources of information, including clientele beneficiaries.

CAN A NOMINEE/FINALIST BE DISQUALIFIED DURING THE SELECTION PERIOD?

A nominee/finalist may be disqualified if, on or before the final deliberations of the Committee on Awards, he/she resigns from the service or is convicted of any administrative or criminal offense involving moral turpitude or conduct that is considered contrary to community standards of justice, honesty, or good morals or have been formally charged administratively or criminally on or before final deliberations by the Committee on Awards.

A nominee/finalist may also be disqualified if it is found that there is misrepresentation or falsification of information stated in the nomination form or in any of the supporting documents submitted.

HOW WILL WINNERS BE SELECTED?

The CESB Secretariat shall conduct a pre-screening to ensure adherence to criteria and completion of documents. The Committee on Awards composed of four (4) luminaries from the private/non-government sector, three (3) members of the CES Governing Board, and four (4) selected CES Officials shall be constituted to select the nominees who will undergo an in-depth validation and eventually the year's GAWAD CES awardees.

WHAT IS AT STAKE?

A GAWAD CES winner shall receive a plaque with the Presidential Seal, a statuette and prize money amounting to PhP100,000.00.



CAREER EXECUTIVE SERVICE BOARD
Isang Karangalan ang Maglingkod sa Bayan

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