



Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION



**REGIONAL MEMORANDUM**

ORD-2025- 107

**TO :** **SCHOOLS DIVISION SUPERINTENDENTS**

SDO Las Piñas City  
SDO Muntinlupa City  
SDO Valenzuela City  
SDO TaPat  
SDO Marikina City  
SDO Pasay City

**Regional PRAISE Committee**  
**Technical Working Group for 2024 GAWAD PRIMERO**  
**Awarding Ceremony**

**FROM :** **JOCELYN DR ANDAYA**   
Regional Director, NCR  
Concurrent Officer-In-Charge, Office of the  
Assistant Secretary for Operations

**SUBJECT :** **CORRIGENDUM AND ADDENDUM TO THE REGIONAL MEMORANDUM ORD-2025-102 "FINAL VENUE FOR THE DEPED NCR PRAISE POST EVALUATION CUM PLANNING ACTIVITY"**

**DATE :** February 3, 2025

1. In reference to the attached Regional Memorandum ORD-2025-102 "Final venue for the DepEd NCR Praise Post Evaluation Cum Planning Activity", all concerned parties are hereby informed of the above-captioned subject.
2. Due to promotions, retirements, and other significant commitments of certain employees in the Regional Office, some participants have been replaced. Below is the list.

<b>Participants</b>	<b>Replacement</b>
Lilia A. Ricero, OIC, ASDS, SDO Muntinlupa	Restituto I. Rodelas, PPRD
Dr. Connie P. Gepanayao, SHNU	Dr. Merlino M. Mateo, SHNU
Precious M. Villareal, Records	Wilson Mañas, GSU
Rommel M. Villareal, GSU	Freddie Romance Sr., GSU
Jennifer Belleza, SHNU	Guillermo Palermo, GSU
Perlito G. Manalad, ESSD	Donette Dacles, Records



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Germa F. Constantino, PAU	Joshua Emmanuale Atayde HRDD-NEAP
Regine Zapanta, ESSD	Myles James Garcia, HRDD

3. All participants are requested to bring a laptop for the activity.
4. Other items reflected in the attached memorandum remain in effect.
5. Immediate dissemination and compliance of this memorandum is desired.

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**REGIONAL MEMORANDUM**  
ORD-2025- 102

**TO :** **SCHOOLS DIVISION SUPERINTENDENTS**  
SDO Las Piñas City  
SDO Muntinlupa City  
SDO Valenzuela City  
SDO TaPat  
SDO Marikina City  
SDO Pasay City

**Regional PRAISE Committee**  
**Technical Working Group for 2024 GAWAD PRIMERO**  
**Awarding Ceremony**

**FROM :** **JOCELYN DR ANDAYA**   
Regional Director, NCR  
Concurrent Officer-In-Charge, Office of the  
Assistant Secretary for Operations

**SUBJECT :** **FINAL VENUE FOR THE DEPED NCR PRAISE POST**  
**EVALUATION CUM PLANNING ACTIVITY**

**DATE :** January 26, 2025

1. In reference to the attached Regional Memorandum ORD-2025-030, "DepEd NCR PRAISE Post Evaluation Cum Planning Activity, all concerned parties are informed that the above-captioned subject will take place at **Tanza Oasis Hotel and Resort**, Km 41 A. Soriano Highway, Brgy. Capipisa East, Tanza, Cavite.
2. Working committees and indicative program of activities are attached as reference.
3. Other items reflected in the attached memorandum remain in effect.
4. Immediate dissemination and compliance of this memorandum is desired.

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**Attachment 1. Working Committee**

**Registration, Attendance, and Accommodation**

Chair: Arren V. Aduan, HRDD  
Members: Nika A. Diaz, HRDD  
Jerol C. De Lira, HRDD  
Myles James S. Garcia  
Joshua Emmanuel A. Atayde

**Certificates, Program and Invitation**

Chair: Rodolfo J. Colocar, HRDD  
Members: Don Ray V. Salvador, HRDD  
Richard D. Vidal, HRDD  
Leah Ailah C. Vicencio

**Venue and Physical Arrangement**

Chair: Herbert D. Vertucio, PPRD  
Members: Joseph T. Indicio, PPRD  
Ariane O. Astrero, Asset Management Section

**Lights and Sound**

Chair: Vergel Jairus J. Emas, PPRD  
Members: Freddie Jr. E. Romance, Legal Unit  
Fernando P. Austria, Asset Management Section

**Photo/Video**

Chair: Gina M. Galvez, ICTU  
Members: Eduardo A. Abutal, PAU  
Silverio S. Alano, QAD

**Security, Safety, and Emergency Response**

Chair: Dr. Connie P. Gepanayo, SHNU  
Members: Jennifer V. Belleza, SHNU  
Perlito G. Manalad, ESSD

**Refreshment**

Chair: Precious M. Villareal, Records Section  
Members: Isabel T. Caburnay, Records Section  
Melissa D. Amada, OARD



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**Transportation**

Chair: Rommel M. Villareal, GSU  
Members: GSU Drivers

**QAME:**

Chair: Lydia L. Martin, QAD  
Members: Rowena S. Ontangco, QAD  
Richard T. Catain, QAD

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**Attachment 2: Indicative Program of Activities**

<b>DepEd NCR PRAISE Post Evaluation Cum Planning Activity</b>			
<b>Indicative Program of Activities</b>			
<b>DAY 1- February 6, 2025</b>			
<b>Time</b>	<b>Duration</b>	<b>Activity</b>	<b>In-Charge</b>
7:00 -10:00	3hrs	Travel Time	
10:00 - 11:00	1hr	Arrival, Check-in, and Registration	Committee on Registration, Attendance, and Accommodation
11:00 - 12:00	1hr	Orientation of the Working Committees	RO PRAISE Committee Secretariat
12:00 – 1:00	1hr	Lunch Break	
<b>Program</b>			
1:00 – 1:15	15m	Preliminaries -Nationalistic Song - Ecumenical Prayer -DepEd Quality Policy Statement	RO PRAISE Committee Secretariat
1:15 – 1:20	5m	Acknowledgement of the Attendees	Don Ray V. Salvador EPS II, HRDD
1:20 – 1:25	5m	Statement of Purpose	Hajji R. Palmero Chief, HRDD-NEAP R
1:25 – 1:30	5m	Welcome Message	Asec. Jocelyn DR Andaya Regional Director, NCR Concurrent Officer-In- Charge, office of the Assistant Secretary for Operations
1:30 – 2:00	30m	Presentation of QAME Results of 2024 GAWAD Primero Awarding Ceremony	RO PRAISE Committee Secretariat
2:00 – 3:00	1hr	Feedback Session of the 2024 GAWAD Primero Awarding Ceremony	RO PRAISE Committee Secretariat
3:00- 3:15	15m	Health Break	
3:15- 4:55	1hr 35m	Continuation of the Feedback Session of the 2024 GAWAD Primero Awarding Ceremony	RO PRAISE Committee Secretariat
4:55 – 5:00	5m	Announcement/Reminders	
End of Day 1 Session			
<b>Day 2-February 7, 2025</b>			
6:00 – 8:00	2hrs	Breakfast	



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8:00 – 8:30	30m	Registration/Attendance	Committee on Registration, Attendance, and Accommodation
8:30 – 8:45	15m	Preliminaries -Nationalistic Song - Ecumenical Prayer -DepEd Quality Policy Statement	RO PRAISE Committee Secretariat
8:45 – 10:00	1hr 15m	Presentation and discussion on the Rewards and Recognition Calendar of Activities	RO PRAISE Committee Secretariat GAWAD Primero TWG
10:00 - 10:15	15m	Health Break	
10:15 - 12:00	1hr 15m	Feedback on the Rewards and Recognition Guidelines	RO PRAISE Committee Secretariat
12:00-1:00	1hr	Lunch Break	
1:00 – 2:00	1hr	Identification of Writers and validators for the Rewards and Recognition Guidelines	RO PRAISE Committee Secretariat
2:00 - 2:05	5m	Way forward	Hajji R. Palmero Chief, HRDD-NEAP R
2:05 - 2:15	10m	Closing Message	Cristito A. Eco Assistant Regional Director
2:15 – 2:30	15m	Distribution of Certificate of appearance and participation	RO PRAISE Committee Secretariat
2:30 – 2:45	15m	Health Break	
2:45 – 5:45	3hrs	Homeward bound	

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**REGIONAL MEMORANDUM**  
ORD 2025- 010

**TO :** **SCHOOLS DIVISION SUPERINTENDENTS**  
SDO Las Piñas City  
SDO Muntinlupa City  
SDO Valenzuela City  
SDO TaPat  
SDO Marikina City  
SDO Pasay City

**Regional PRAISE Committee**

**FROM :** **JOCELYN DR ANDAYA**  
Regional Director, NCR  
Concurrent Officer-In-Charge, Office of the  
Assistant Secretary for Operation

**SUBJECT :** **DEPED NCR PRAISE POST EVALUATION CUM PLANNING ACTIVITY**

**DATE :** January 6, 2025

1. In reference to CSC Memorandum Circular No. 01 s. 2021, "Program on Awards and Incentives for Service Excellence" and Regional Memorandum No. 981 s. 2024, "Enhanced DepEd NCR PRAISE Guidelines and Call for Nominations for 2024 DepEd NCR Gawad Primero Search", this office informs that the above-captioned subject will be held on February 6 and 7, 2025. The venue in this activity shall be announced in a separate memorandum.
2. This activity aims to critically assess program conduct, identify necessary adjustments, and design a mechanism to institute and evaluate proposed changes. Likewise, it aims to enable program management to look forward and take appropriate steps to deal with future uncertainties and changes.
3. Participants in this activity are the DepEd Regional PRAISE Committee and the Technical Working Group for DepEd NCR PRAISE 2024. A list of members and an indicative program of activities are attached for reference.
4. Participants' transportation allowance and driver's meals shall be charged to respective local funds subject to the usual accounting and auditing rules and regulations
5. This memorandum shall likewise serve as the participants' travel authority.



6 Misamis St., Bago Bantay, Quezon City  
Email Address: [ncr@deped.gov.ph](mailto:ncr@deped.gov.ph)  
Website: <http://www.depedncr.com.ph>







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6. For clarifications and concerns, please contact Dr. Hajji R. Palmero, Chief, HRDD-NEAP R through email at [hrdd.ncr@deped.gov.ph](mailto:hrdd.ncr@deped.gov.ph).
7. Immediate dissemination and compliance of this memorandum is desired.



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**Attachment 1: List of DepEd Regional PRAISE Committee and Technical Working Group for DepEd NCR PRAISE 2024**

**DepEd Regional PRAISE Committee**

**Chair** : Cristito A. Eco, Assistant Regional Director  
**Vice Chair** : Juliet J. Icamen  
**Members** : Atty. Joylyn P. Dulnuan  
Hajji R. Palmero  
Elsa P. Mariano  
Connie P. Gepanayao  
Lilia A. Ricero

NEU Representative : Atty. Annaliza G. Esperanza  
Level II Representatives : Leonila C. Mustapha  
Charito A. Villanueva  
Arianne O. Astrero  
Level I Representatives : Melody N. Jolo  
Freddie Jr. E. Romance  
Secretariat : Aira L. Alarcon  
Richard D. Vidal  
Don Ray V. Salvador  
Rodolfo J. Colocar

**Technical Working Group for DepEd NCR PRAISE 2024**

Overall Chair : Dr. Jocelyn DR Andaya  
Co-Chair : Dr. Cristito A. Eco  
Focal Person : Dr. Loreta B. Torrecampo  
Members : Dr. Noel D. Bagano  
Dr. Alejandro G. Ibañez  
Dr. Violeta M. Gonzalez  
Dr. Cynthia L. Ayles

Ceremony Management  
Chair : Atty. Joylyn P. Dulnuan, ASD  
Members : Rhea B. Eden, HRDD  
Naynie L. Ducut, Cash  
Masters of Ceremony : Lydia L. Martin, QAD  
Richard T. Catain, QAD



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Website: <http://www.depedncr.com.ph>





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Technical Production

Chair : Arren V. Aduan, HRDD  
Members : Richard D. Vidal, HRDD  
: Vergel Jairus J. Emas, PPRD  
: Gina M. Galvez, ICTU  
: Freddie E. Romance Jr., Legal Unit

Secretariat and Registration

Chair : Hajji R. Palmero, HRDD  
Members : Jerol C. De Lira, NEAP R  
: Henry R. Permejo, NEAP  
: Ricardo L. Matan, NEAP  
: Edison V. Ilagan, NEAP  
: Rodrigo P. Peñaranda, NEAP

Letter, Invitation, RSVP Confirmation

Chair : Roger R. Morillos, FTAD  
Members : Jingle A. Lim, FTAD  
: Germa F. Constantino, PAU  
: Atty. Maria Hannah D. Perez, Legal Unit  
: Eduardo S. Abutal, PAU

Protocol, Ushering, Guest Relations

Chair : Hajji R. Palmero, HRRD  
Members : Nika A. Diaz, HRDD  
: Aira L. Alarcon, Personnel Section  
: Medelyn Clarisse O. Marasigan, Legal Unit  
: Regine Zapanta, ESSD  
: John Ric H. Ramos, Finance Division  
: Favi Kharl O. Odat, COA  
: Kyle B. Vilgera, LRPS  
: Romar Roentgent I. Balanao, Finance  
: Michael Bryan D. Lucas, Records

Logistics and Physical Set-Up

Chair : Lilia A. Ricero, PPRD  
Members : Herbert D. Vertucio, PPRD  
: Jospeh T. Indicio, PPRD  
: Ariane O. Astrero, Asset Management  
: Fernando P. Austria, Asset Management  
: Eng'r. Epifanio A. Macaraeg Jr. ESSD  
: Leah Ailah C. Vicencio, NEAP R  
: Don Ray V. Salvador, HRDD

Transportation

Chair : Rommel M. Villareal, GSU  
: General Services Drivers  
: Rodolfo J. Colocar, HRRD



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Security, Safety, Emergency Response

Members : Perlito G. Manalad, ESSD  
Dr. Connie P. Gepanayao, SHNU  
Jennifer V. Belleza, SHNU

Food and Accommodation

Chair : Precious M. Villareal, Records  
Members : Isabel T. Caburnay, Records  
Melissa D. Amada, OARD

Documentation and Evaluation

Members : Rowena S. Ontangco, QAD  
Silverio S. Alano, QAD



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