



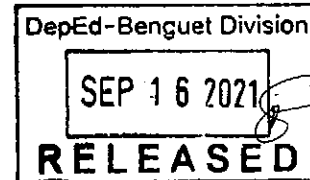
Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
Schools Division of Benguet

September 15, 2021

**DIVISION MEMORANDUM**

No. 367, S2021

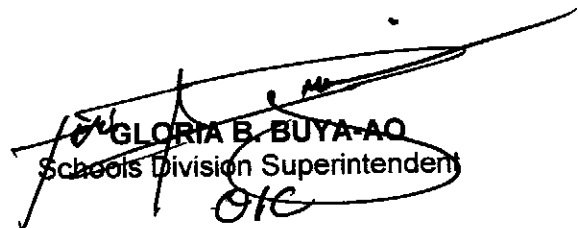
TO: Office of the Schools Division Superintendent  
School Governance and Operations Division  
Curriculum Implementation Division  
Public Elementary and Secondary School Heads  
All Others Concerned



SUBJECT: **MONITORING AND EVALUATION OF 2021 SCHOOL AND DISTRICT SEDOE SEARCH**

1. Pursuant to Regional Memorandum no. 184, s. 2021 Re Guidelines on the GAWAD DepEd Cordillera for the Schools Division Office, Division Memorandum no. 38, s. 2021 Re SEDOE guidelines, and in compliance to PRIME HRM reports for Rewards and Recognition; this office finds the need to monitor and evaluate the implementation of SEDOE search in the schools and districts.
2. The submission of District nominations (transmittal and folders) for the Division SEDOE Search for all the identified categories shall be on or before September 17, 2021.
3. To ensure that schools and district PRAISE committees followed the Rewards and Recognition process, Minutes of the Meeting for the conduct of the SEDOE search must be submitted to the HRD Section or email it to [elvernice.fanged@deped.gov.ph](mailto:elvernice.fanged@deped.gov.ph) on or before September 24, 2021 (Enclosure 1) duly signed by the chairman.
4. In addition, the Division PRAISE Committee would also like to address issues, concerns, and challenges brought about by the search by filling-out the 2021 SEDOE search Survey link <https://bit.ly/SEDOEsurvey> on or before September 24, 2021. All personnel involved and are affected by this search are highly enjoined to participate in this survey.
5. For immediate dissemination, guidance, and compliance.

//esf/xdk/hrds/sgod

  
GLORIA B. BUYA-AO  
Schools Division Superintendent  
OTC



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**Enclosure 1. MINUTES OF THE MEETING during the review / evaluation of documents**

Title heading for school:

2021 SCHOOL LEVEL SEDOE AWARDS MINUTES OF THE MEETING

Title heading for district:

2021 DISTRICT LEVEL SEDOE AWARDS MINUTES OF THE MEETING

School: \_\_\_\_\_

District: \_\_\_\_\_

- A. Date, time, venue
- B. Attendance and who is recording the minutes
  - 1. include the Role of the attendees under the PRAISE committee
  - 2. include also members of the PRAISE committee who was/were not present and mark ABSENT
- C. Agenda
- D. Discussion / Issues / Challenges / Concerns Encountered vis a vis Decisions made and by whom
- E. Motions and Votes (if applicable)

Prepared by: \_\_\_\_\_

Noted by: \_\_\_\_\_  
Signature over Printed Name  
PRAISE CHAIRMAN

**PLEASE ATTACH PHOTOCOPY /  
SCANNED COPY OF ALL SCORE SHEETS  
USED  
(both for awardees and finalists)**

