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

DepEd-Benguet Division
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DIVISION MEMORANDUM
No. 491, s.2026

2026 SERVICE EXCELLENCE FOR DEPED OFFICIALS AND EMPLOYEES (SEDOE) AWARDING CEREMONIES FOR SCHOOLS AND DISTRICT OFFICES

To: OIC – Assistant Schools Division Superintendent
Public Schools District Supervisors/Districts-in-charge
School Heads
All Others Concerned

1. This Office, through the Program on Awards and Incentives for Service Excellence (PRAISE), announces the conduct of the 2026 Service Excellence for DepEd Officials and Employees (SEDOE) Awarding Ceremonies with the theme: ***"Excellence in Service, Performance with Purpose"*** on November 19, 2026, 9:00 A.M. onwards at the SDO Adivay Hall, Wangal, La Trinidad, Benguet.

2. The activity aims to recognize and reward men and women employees of their exceptional performance which contributed to the effective and efficient delivery of basic education services in the Schools Division of Benguet.

3. Attached is the list of participants from the SDO, district offices, and schools who shall be recognized during the aforesaid activity. Participating field participants/awardees are the TOP 1 winners in each Category. Plaques of recognition and cash incentive will be given to winners, who should personally receive their awards and incentives. Certificates of Recognition will be given to the Finalists, to be received by their respective District Supervisors/In-Charge during the awarding ceremony.

4. All identified guests, participants, and awardees must be at the venue on or before 8:45 am in their **Cordilleran-inspired or accented attire.** To ensure smooth conduct of the activity, the Technical Working Group is organized with their Terms of Reference specified in Enclosure 2.

5. This Memorandum shall serve as **Authority to Travel** on Official Business of all listed participants in Enclosures 1 and 2.

6. Lunch and AM snack shall be charged against the SDO MOOE fund, while transportation and other incidental expenses shall be chargeable against local funds, subject to the usual budgeting, accounting, and auditing rules and regulations.

7. Immediate dissemination of this Memorandum to all concerned is desired.

sgd
CARMEL F. MERIS
OIC – Schools Division Superintendent

OSDS/ASDS/fpp

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Enclosure 1. List of Participants

A. Management

No.	Name	Position/Designation	Functional Division
1	Carmel F. Meris	OIC - SDS	OSDS
		PRAISE Committee	
2	Nover Keithley S. Mente	OIC-ASDS, PRAISE Chairperson	OSDS
3	Lucio B. Alawas	Chief ES, PRAISE Vice-Chair	SGOD
4	Aladin M. Dobinto	Chief ES, PRAISE Member	CID
5	Marcelino S. Baldo	EPS, PRAISE Member	SGOD
6	Xylene Grail D. Kinomis	(Former) SEPS, PRAISE Member	SGOD
7	Mahal M. Rifani	AO V-Admin, PRAISE Member	OSDS
8	Florabel E. Buclay	AO V-Budget, PRAISE Member	OSDS
9	Melvin L. Alfredo	AO IV, PRAISE Member (2nd Level Representative)	OSDS
10	Charmaine Joy D. Nonog	ADAS III, PRAISE Member (1st Level Representative)	OSDS
		PRAISE Secretariat	
11	Nerissa I. Barbosa	EPS II, PRAISE Secretariat	SGOD
12	Leticia C. Pangket	AO III, PRAISE Secretariat	CID
13	Lani A.Atos	ADA VI, PRAISE Secretariat	CID
14	Wynn Darryl S. Laop	LAI, PRAISE Secretariat	OSDS
		District PRAISE Committee Chairpersons	
15	Florelia A. Pascian	SP III, District In-Charge	Atok
16	Marilyn W. Zarate	PSDS	Bakun
17	Lilian T. Ulep	PSDS	Bokod
18	Onofre D. Limpayos	PSDS	Buguias
19	Jonathan G. Sadey	PSDS	Itogon I
20	Juliet K. Baldo	SP IV, District In-Charge	Itogon II
21	Roberto A. Pablo Jr.	PSDS	Kabayan
22	Virginia B. Salio-an	PSDS	Kapangan
23	Criteta E. Igualdo	PSDS	Kibungan
24	Delarosa V. Delmas	PSDS	La Trinidad
25	Marylin A. Tolbe	PSDS	Mankayan
26	Milbert B. Cocoy	SP III, District In-Charge	Sablan
27	Melchor C. Tican	PSDS	Tuba
28	Mary Jane L. Leo	SP III, District In-Charge	Tublay

B. Awardees

	AWARDEES	School/Office	Category
29	Francis F. Peckley	SDO CID	Outstanding Employee Award - SDO Group Category
30	Sonia D. Dupagan		
31	Jardson S. Onio		
32	Macarthy B. Malanes		
33	Lorna V. Wallit	Buyagan ES, La Trinidad	Outstanding Employee Award - Group Category (Public ES)
34	Jomelyn S. Quidmas		
35	Racquel L. Manuel		
36	Marie Grace A. Cadley		
37	Victoria B. Magsilao		
38	Rommel D. Velasco	Mankayan NHS, Mankayan	Outstanding Employee Award - Group Category (Public HS)
39	Maurine B. Cadingla		
40	Laurene L. Macario		
41	Hanky Mae B. Aten-an		
42	Wilbert B. Wanas	Guinaoang NHS, Mankayan	DAYAW TI CORDILLERA AWARD (Individual)
	Marylin A. Tolbe	PSDS – Mankayan District	Outstanding Employee Award – Supervisor
43	Joanne M. Pontino	Ekip ES, Bokod	Outstanding Employee Award – School Head (Public Elem. School)

44	Rosalie S. Anhibey	Natubleng NHS, Buguias	Outstanding Employee Award – School Head (Public Secondary School)
45	Caroline T. Na-ag	La Trinidad CS, La Trinidad	Outstanding Employee Award – T1-T6 (Public ES)
46	May S. Joven	Puguis NHS, La Trinidad	Outstanding Employee Award – T1-T6 (Public HS)
47	Robelyn A. Padsungay	Michael G. Angel ES, Sablan	Outstanding Employee Award – MT I-MT IV (Public ES)
48	Benjamin R. Sacla	Ampucao NHS, Itogon II	Outstanding Employee Award – MT I – MT IV (Public HS)
49	Darryl D. Salupen	Mankayan NHS, Mankayan	Outstanding Employee Award – Nonteaching Level 1
50	Jayson G. Gonzales	Lubas ES, La Trinidad	Outstanding Employee Award – Nonteaching Level 2
51	Hilda P. Dela Cruz	Filomena P. Cating ES, Atok	Best ALS Teacher
52	Jovelyn C. Utang	Sablan CS, Sablan	Best Kindergarten Teacher
53	Judy May T. Panggalisan	Legleg Barrio School, Kibungan	Best Multigrade Teacher
54	Marylyn P. Damoslog	Buyagan ES, La Trinidad	Best Elementary Teacher
55	Soila J. Baygan	Bedbed NHS, Mankayan	Best Araling Panlipunan Teacher (Sec)
56	Jordan F. Cacanindin	Balili NHS, Mankayan	Best Mathematics Teacher (Sec)
57	Mary Luz L. Ticong	Sablan NHS, Sablan	Best Science Teacher (Sec)
58	Marie Faye N. Maigi	Ampusongan NHS, Bakun	Best EsP Teacher (Sec)
59	Analine B. Emeliano	Ambangeg NHS, Bokod	Best TLE/TVL Teacher (Sec)
60	Janet B. Oposculo	Madaymen NHS, Kibungan	Best Filipino Teacher (Sec)
61	Mae Ann B. Daganos	Tabio NHS, Mankayan	Best MAPEH Teacher (Sec)
62	Marciano P. Marcos	Sablan NHS, Sablan	Best English Teacher (Sec)
63	Patricia P. Ngaosi	Sinipsip NHS, Buguias	Best Research Teacher (Sec)
	To be announced during the Awarding	Top 3	Best District Administrative Category
	To be announced during the Awarding	Top 3	Best District Curriculum Implementation Category
	To be announced during the Awarding	Top 3	Best District School Governance and Operations Category
	To be announced during the Awarding	Top 3	Best District Budget or Finance Category
	To be announced during the Awarding	Top 3	Overall Best Implementing District of CY 2026

Enclosure 2. PMT/Technical Working Group/Working Committees

No.	Committee	Person In-Charge	Term of Reference
	Consultant	Carmel F. Meris	Approves policies, AR, PR and Memo for the conduct of the Search and awarding ceremonies
	Co-Consultant	Nover Keithley S. Mente	Leads in the overall conduct of the search and awarding ceremonies
64	Finance	Chair: Florinda C. Pagoy *Members:* Florabel E. Buclay Mahal M. Rifani	• Take charge of Financial-related matters needed on SEDOE Awarding
65 66 67 68 69 70 71 72 73	Ushers/Usherettes and Secretariat	Chair: Antionette Sacyang Co-Chair: Jordan Mendoza Members: Ferlyn Pilas Rujim Palayao Alizandra Agumdang Jayb Ngateg Mannielyn Bestre Jannylyn Quinuan Kisha Joy Cuyam-an	• Greet participants with smiles and usher them to their designated seats • Take charge of the sequence in the Grand Entrance of Honorees • Assist to the needs of guests/participants • Distribute program papers to participants • Ensure that attendance sheets are completely signed by the participants during the activity • Distribute certificate of appearance • Usher awardees to the stage and back to their seats
74 75 76	Logistics, Inspectorate (materials, plaque, meal, token)	Chair: Florabel Balanon Members: Edralyn Ganga Hill Binaliw	• Ensure on time delivery of meals and snacks during the activity • Ensure availability of materials needed before the activity • Prepare token for Keynote Speaker
77 78	Theme, Program and Invitation	Chair: Norbert Lartec Co-Chair: Melvin Alfredo Members: Mel W. Alingbas Joan J. Pedro	• Prepare Theme for the activity • Prepare layout and finalize program paper • Prepare invitation letter and endure delivery to the Guest Speaker • Confirm attendance of the guest speaker and awardees
79 80 81	ICT Support and sound system	Chair: Eric S. Wanson Members: Jeoben Agnaonao Reffy S. Calawa Aron Christian Barbosa	• Ensure readiness of sound system, LCD and other ICT facilities needed during the activity • Prepare the flow of presentation and background music all throughout the activity • Provide needed technical assistance on ICT matter to conveners/guests during the activity
82 83	Documenter, Publicity and Media	Chair: Rodriguez Belino Members: Denver Sin-ot	• Capture activity actions through photo-documentation • Provide photo-documentation with captions to program owner for the preparation of terminal report • Promote and advertise the awarding ceremony
84	Awards Plaque, Certificate and Cash Distribution	Chair: Nerissa Barbosa Vice-Chair: Joyce B. Gavino	• Print Certificate of Recognition for the Keynote Speaker

85 86		Members: Charmaine Nonog Wynn Darryl Laop Francisca Aroco Ivy Saturnino	• Print Certificate of Recognition (Awardees) and Finalists (to be given to PSDSs) • Ensure plaques, certificates and cash are prepared and organized according to awarding arrangement • Ensure symbolic Cheque is prepared and included during the awarding • Ensure that cash incentives are received and distribution list is properly signed
87	QAME	Corazon C. Quipot Joven B. Agtani	• Ensure the monitoring and evaluation of the activity • Provide copy of the results of the evaluation to the program owner
88 89	Medical staff	Chair: Dr. Mikee Decaran Member: Roselle Kristine D. Waguis	• Ensure safety and observance of health protocols • Attend to participants with health issues
92 93	stage decoration, Lei, Plaque preparation and distribution	Chair: Joven B. Agtani Co-Chair: Arch. Denver Sin-ot Members: Engr. Lester John Olangey Roxanne Mayomis	• Ensure that the hall is ready for the activity. Coordinate with Ecolodge. • Ensure readiness and completeness of plaques/lei/bouquet, certificates before the start of the activity • Ensure smooth distribution of the plaques/certificates/lei and tokens to awardees and guest
94	Performers	Arvin M. Doman	• Provide appropriate entertainment during the activity
95	Awards Presenters	Merlyn Conchita O. De Guzman	Outstanding Awards (Teaching, Teaching-related)
		Lucio B. Alawas	Dayaw ti Cordillera Award
			Outstanding Award – Group categories
		Mahal M. Rifani	Outstanding Awards (Non-teaching)
		Florabel E. Buclay	District Awards
		Florinda C. Pagoy	Best District of the Year
96 97	Masters of Ceremonies	Christopher W. Lao-e Jonalyn Elias	
98	Keynote Speaker	CSC-CAR	

PROGRAM OF ACTIVITIES

November 19, 2026 @ 9:00 am to 1:00 pm	
Activity	In-Charge
Arrival and Registration	Secretariat
Opening Program	
Prayer	Atty. NOVER B. SINGGANGAN Division Legal Officer
Nationalistic Song	AVP
Benguet Hymn	AVP
Welcome Remarks	NOVER KEITHLEY S. MENTE OIC – ASDS PRAISE Committee Chair
Intermission	c/o ARVIN M. DOMAN
Introduction of the Keynote Speaker	CARMEL F. MERIS OIC - SDS
Keynote Speaker	ATTY. ROSALINDA A. TANALIGA-OLIVA DIRECTOR IV Civil Service Commission – CAR
Intermission	c/o ARVIN M. DOMAN
AWARDING PROPER	
OUTSTANDING EMPLOYEE AWARD (Teaching, Teaching-related)	MERLYN CONCHITA O. de GUZMAN Education Program Supervisor – Science
DAYAW TI CORDILLERA	LUCIO B. ALAWAS CES – SGOD PRAISE Committee Vice Chairperson
OUTSTANDING EMPLOYEE AWARD (Group Categories)	
OUTSTANDING EMPLOYEE AWARD (Non-teaching Categories)	MAHAL M. RIFANI AO V – Administrative Service PRAISE Committee Member
DISTRICT AWARDS	FLORABEL E. BUCLAY AO V – Budget PRAISE Committee Member
BEST DISTRICT OF THE YEAR	NOVER KEITHLEY S. MENTE OIC – ASDS PRAISE Committee Chairperson
Closing Program	
Pictorials	
Grand March	
Prayer	ERLINDA C. QUINUAN Education Program Supervisor – GMRC
Lunch Fellowship	