

2021-14128



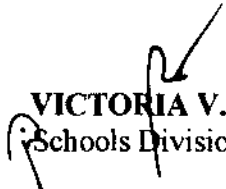
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OFFICE MALAYBALAY CITY DIVISION  
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BY: [Signature]

Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

**DIVISION MEMORANDUM**

No. 033, s. 2021

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, SGOD and CID  
Education Program Supervisors  
Public Schools District Supervisors  
All others concerned

From:  **VICTORIA V. GAZO**  
Schools Division Superintendent

Date: January 27, 2021

Subject: **DISTRICT WIDE DISTRIBUTION OF AWARDS TO THE MOST  
OUTSTANDING TEACHING AND NON - TEACHING PERSONNEL  
( INSTITUTIONAL CONFERMENT 2020 )**

1. Relative to the recently concluded Program for Appraisal, Incentives in Service and Excellence ( PRAISE ) dubbed as *Virtual Institutional Conferment 2020*, this office informs the field on the District Wide Distribution of Awards to the Most Outstanding Teaching and Non-teaching Personnel of the Division on *January 28-29, 2021*.
2. Public Schools District Supervisors are hereby directed to facilitate the distribution of plaques, medals and certificates to the finalists and winners including the issuance of certificate of appearance.
3. Awardees are advised to claim the awards to their respective district offices on the dates stated above and strictly follow the minimum safety health protocols imposed by the local Inter Agency Task Force by maintaining physical distancing; wearing of face mask and face shield.
4. Travelling and other incidental expenses shall be charged to local funds subject to the usual accounting and auditing.



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6. Should there be queries, contact **WOODROW WILSON B. MERIDA**, Senior Education Program Specialist - Human Resource Development.

Copy furnished:  
Records Unit  
HRD-WWBM



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