



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

August 23, 2021

DIVISION MEMORANDUM
No. 312 s. 2021

**SEARCH FOR THE 2021 OUTSTANDING TEACHING AND NON-TEACHING
EMPLOYEES OF NUEVA VIZCAYA**

To: Assistant Schools Division Superintendent
Chief, CID & SGOD
Education Program Supervisors
Public Schools District Supervisors
Principals In-Charge of the District
All others concerned

1. In line with the Revised Policies and Employees Suggestions and Incentive Awards System (ESIAS) provided under CSC Resolution No. 010112 and CSC MC No. 01 s. 2001, the Schools Division of Nueva Vizcaya launches the SIKAT (Search for Indomitable Knowledge, Attributes and Talents) Awards based the Department of Education Regional Office No. 02's customized Programs on Awards and Incentives for Service Excellence (PRAISE) dubbed as Service-Focused, Talented, Affective, Resilient and Spiritually Driven (STARS) Awards.
2. The SIKAT Awards is a division search to recognize the exemplary performances in the quality implementation of Basic Education services and commendable display of professionalism of schools division offices, schools, school heads, teaching, teaching-related and non-teaching personnel of the division who contributed to the attainment of the our vision and mission.
3. This specifically aims to:
 - a) recognize and reward outstanding achievements in the delivery of basic education;
 - b) encourage and motivate innovative and sustainable practice in education; and
 - c) promote quality performance and commitment to public service.
4. In view of these, the Rewards and Recognition (R and R) Committee in charge from the school, district and division levels are reminded of the following important dates:



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Date	Activity	Committee In Charge	Documents to submit
August 18-31, 2021	School level screening and selection Submission of results to the district level	School R and R	Accomplishment Portfolios
September 1-10, 2021	District level screening and selection Announcement of winners thru a memo	District R and R	Accomplishment Portfolios Over-all Rating
September 13-14, 2021	Submission of nomination forms	PSDS	Accomplished and signed nomination forms of winners Pre-Assessment Result Summary of Result Note: District Committee to consolidate and submit nomination forms only from elementary to the secondary levels.
September 20, 2021 to October 6, 2021	Selection of top three per category (Documents and Demonstration Teaching)	PRAISE Committee	Assessment Rating
October 25-29, 2021	Personal Interview/Background Investigation and validation of documents of the top three per category	PRAISE Committee	List of winners per category
November 2-29, 2021	Preparation for the Awarding Ceremony	SDO	Request letter to the PLGU and other stakeholders Cash awards Memorandum Functional Committees
December 6, 2021	Awarding Ceremony	SDO	Final List of Awardees Program



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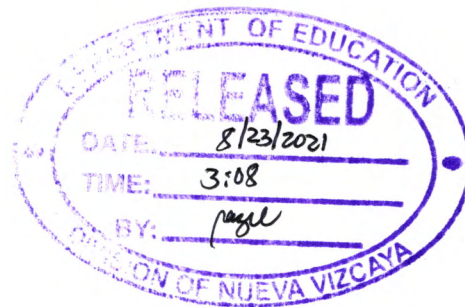
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5. As to criteria for selection, nomination forms, templates for assessment and summary of results per district, please refer to Division Memorandum No. 304, s. 2021.
6. For widest dissemination and strict compliance.

RACHEL R. LLANA PhD, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



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