



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

January 8, 2025

DIVISION MEMORANDUM
No. 0007, s. 2025

DISSEMINATION OF THE DIVISION REWARDS AND RECOGNITION MANUAL

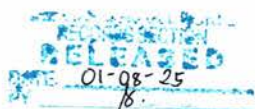
To: Assistant Schools Division Superintendent
Chief Education Program Supervisor, CID
Chief Education Program Supervisor, SGOD
Education Program Supervisors
Public Schools District Supervisors
School Heads
All others concerned

1. Pursuant to the Division's ongoing efforts to recognize and reward the exemplary contributions of both teaching and non-teaching personnel, this memorandum serves to disseminate the **Manual on Rewards and Recognition of the Division of Davao del Norte**, accessible through the link <https://tinyurl.com/DavNorRRManual>.
2. This manual contains the guidelines, criteria, and procedures for the implementation of various awards and recognition programs aimed at acknowledging exceptional individuals and teams who contribute to the Division's success.
3. In order to maintain alignment, it is essential that all schools and districts anchor their respective rewards and recognition programs based on the principles and guidelines set forth in this manual. This will ensure consistency and coherence in the recognition process across the Division.
4. Kindly ensure that the manual is reviewed and familiarized by all concerned personnel, and that its guidelines are implemented accordingly.
5. In participating in the different programs and activities, the **Equal Opportunities Principle (EOP)** shall be observed at all times where all individuals are fully recognized regardless of gender, religion, ethnicity, and political affiliations.
6. Immediate and wide dissemination of this Memorandum is desired.

REYNALDO B. MELLORIDA, CESO V
Schools Division Superintendent

For the Schools Division Superintendent:

JANETTE C. VELOSO, CESO VI
Assistant Schools Division Superintendent



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Page 1 of 1



Address: Mankilam, Tagum City, Davao del Norte
Telephone Number: (084) 216 0188
Website: www.depeddavnor.ph | Facebook: DepEd Davao del Norte