



Republic of the Philippines

DEPARTMENT OF SCIENCE AND TECHNOLOGY
PHILIPPINE SCIENCE HIGH SCHOOL –CENTRAL MINDANAO CAMPUS
OFFICE ON PROGRAM ON AWARDS AND INCENTIVES FOR
EXCELLENCE SERVICE (PRAISE) COMMITTEE



ANNUAL REPORT
FOR CY 2021

I. BACKGROUND AND RATIONALE

The Philippine Science High School System (PSHSS) is a specialized public school supervised by the Department of Science and Technology (DOST) that provides scholarships to students with high aptitude in science and mathematics. PSHSS is the leading science high school in the Asia Pacific and the brainchild of Dr. Leopoldo V. Torralba, a Filipino mathematician and scientist.

Anchored on the Revised Policies on Employee Suggestions and Incentives Awards System (ESIAS) provided under CSC Resolution No. 010112 and CSC MC No. 01. S. 2001 and the PSHSS through its BOT adopts their Program on Awards and Incentives for Excellence Service (PRAISE). The PRAISE aims to restore the confidence of the Filipino people in their capacity as public servants to make their lives better and healthier.

For this purpose, the PSHS-CMC intends to find from among its employees those who possess, in an extraordinary degree, such valuable traits for their creativity, innovativeness, efficiency, integrity, and/or productivity, to be given an award and recognition and held them up high for emulation.

II. LEGAL BASES

The following legal bases are ground for the implementation of the PSHSCMC-PRAISE:

1. Section 35, Book V of Executive Order No. 292, otherwise known as Administrative Code of 1987, requires the establishment of a government-wide Employee Suggestions and Incentives Awards System (ESIAS);
2. Civil Service Commission (CSC) resolution No. 010112 dated January 10, 2001 requires every department or agency to establish its own employee suggestions and incentive awards system based on the performance, innovative ideas and exemplary behavior of government officials and employees, individually or in groups. It also lays down the basic policies for the PRAISE System;
3. DOST Administrative Order (AO) No. 006 is a corollary of the CSC Resolution No. 010112 and similarly lays down in full detail the implementation of the PRAISE System;
4. Executive Order (EO) No. 2002, directs the adoption of a performance-based incentive system for government employees;
5. Executive Order (EO) No. 201, s. 2016 authorizes the grant of additional benefits for both civilian and military/uniformed personnel;
6. Section 5, Rule X of the Omnibus Rule Implementing Book V of the Executive Order No. 292 cites the form of awards that may be given, as recommended by the PRAISE Committee;
7. PSHSS Board of Trustees (PSHSS-BOT) establishing PRAISE Committee in all PSHSS Offices and regional campuses;



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8. Philippine Science High School Finance and Administrative Manual; and
9. Philippine Science High School System and Philippine Science High School System Employees Association Collective Negotiation Agreement.

III. BASIC POLICIES

1. **Essential Features.** – The PSHSCMC-PRAISE shall be designed to encourage creativity, innovativeness, efficiency, integrity, and productivity in the public service by recognizing and rewarding officials and employees, individually or in groups for their suggestions, inventions, superior accomplishments and other which contribute to the efficiency, economy or other improvement in government operations, or for other extraordinary acts or services in the public interest.
2. **Basis of Providing Incentives.** – The PSHSCMC PRAISE shall adhere to the principles of providing incentives and awards based on innovative ideas, inventions, discoveries, superior accomplishments, heroic deeds, exemplary behavior, extraordinary acts or services in the public interest and other personal efforts the officials, faculty members and non-teaching personnel of the campus.
3. **Timeliness of Award or Recognition.** – The PSHSCMC-PRAISE shall give on the timeliness of giving award or recognition. Aside from conferment of awards during the traditional or planned awarding ceremonies, the spirit of the on-the-spot grant of recognition shall be institutionalized the campus.
4. **Principles.** - The PSHSCMC PRAISE shall adhere to the principles of providing incentives and awards based on innovative ideas, inventions, discoveries, superior accomplishments, heroic deeds, exemplary behavior, extraordinary acts or services in the public interest and other personal efforts.
5. **Monetary and Non-Monetary Awards.** – The PSHSCMC-PRAISE shall provide both monetary and non-monetary awards to recognize, acknowledge and reward productive, creative, innovative and ethical behavior of employees through formal and informal modes.
6. **Mandatory Five Percent (5%) Allocation for Human Resource Development (HRD).** – At least 5% of the Human Resource Development (HRD) shall be allocated for the PSHSCMC-PRAISE and incorporated in the Agency’s annual Work and Financial Plan and budget.
7. **Protest Mechanism.** – Issues relative to awards and incentives shall be brought before the PSHSCMC-PRAISE Committee which shall address the same within fifteen (15) calendar days from the date of submission.

IV. OBJECTIVES

A. General

To encourage, recognize and reward employees, individually and in groups for their suggestions, innovative ideas, inventions, discoveries, superior accomplishments, heroic deeds, exemplary behavior, extraordinary acts or services in the public interest and other personal efforts which contribute to the efficiency, effectiveness, economy and improvement



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in government operations which lead to organizational productivity and/or profound impact to client/public.

B. Specific

1. To establish a mechanism for identifying, selecting, rewarding and providing incentives to deserving employees at the start of the year;
2. To identify outstanding accomplishments, best practices of the employees on the continuing basis;
3. To recognize and reward accomplishments and innovations periodically or as the needs arise; and
4. To provide incentives and interventions to motivate employees who have contributed ideas, suggestions, inventions, discoveries, superior accomplishments and other outstanding personal efforts.

V. SCOPE

This PSHSCMC-PRAISE Guidelines shall apply only to all officials and employees of the PSHS-CMC in all places of assignment, whether occupying core or non-core positions (holding a plantilla items/positions for at least six (6) months or regardless of their status).

VI. PSHSCMC-PRAISE COMMITTEE

To ensure that suggestions, innovative ideas, inventions, discoveries, superior accomplishments, heroic deeds, exemplary behavior, extraordinary acts or services in the public interest and other personal efforts which contribute to the efficiency, effectiveness, economy and improvement in government operations which lead to organizational productivity and/or profound impact to client/public are identified, managed and recognized on a continuing basis to cover employees at all level as well as its development, administration, monitoring, and evaluation of the awards and incentives system of the PSHS-CMC, the PSHSCMC-PRAISE Committee is composed of the following:

A. Composition and Secretariat

1. Chairperson – Ian Cris L. Cadile, Special Science Teacher V
2. Members
 - a. Marisa L. Dahan, Supervising Administrative Officer
 - b. Jasmin C. Esperante, Curriculum and Instructions Division Chief
 - c. Perlita M. Requino, Representative for Level 2 Employees
 - d. Fatima T. Tulog, Representative for Level 1 Employees
3. Secretariat
 - a. Lucia Cielito A. Gillamac, Administrative Officer V



VII. Programs and Activities

1. Approval for the PSHS-CMC Internal Program on Awards and Incentives for Service Excellence (PSHSCMC-PRAISE) per ManCom Resolution No. 2021-06-010A;
2. Awarding Ceremony during the 23rd Founding Anniversary last July 28, 2021 with the following awardees:

a. Loyalty Awards

Awardees	Years of Continuous and Satisfactory in Government Service	Cash Incentive	Memorabilia/Souvenir
Bagsican, Leonard T.	10 years	10,000.00	Certificate of Recognition Bronze Service Pin
Nuenay, Joy J.	10 years	10,000.00	Certificate of Recognition Bronze Service Pin
Magto, Ronna Y.	15 years	5,000.00	Certificate of Recognition Bronze Service Pin
Zaldivar, May Flor M.	15 years	5,000.00	Certificate of Recognition Bronze Service Pin
Impuesto, Ronie C.	20 years	5,000.00	Certificate of Recognition Silver Service Ring
Macamay, Rachel P.	20 years	5,000.00	Certificate of Recognition Silver Service Ring
Ramayla, Christopher P.	20 years	5,000.00	Certificate of Recognition Silver Service Ring
Marmes, Elena P.	25 years	5,000.00	Certificate of Recognition Silver Service Ring

b. Exemplary Behavior Award

Name and Position: Mr. Leonard T. Bagsican, Dormitory Manager
Awards and Incentives:

- a. Plaque of Recognition
 - b. Php 5,000.00 cash incentives
3. Approval for the additional awards and incentives for the World Teachers' Day Celebration (Pasidungog sa Adlaw sa Magtutudlo) as per ManCom Resolution No. 2021-09-012;



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4. Awarding ceremony for the World Teachers' Day Celebration (Pasidungog sa Adlaw sa Magtutudlo) last October 5, 2021 as per PRAISE Committee Resolution No. 2021-10-005 with the following awardees;

AWARDS	AWARDEES	AWARDS AND INCENTIVES
Natatatanging Guro Award for Natural Sciences	Emmanuel D. Monterola (Special Science Teacher IV)	Plaque of Recognition and Php 5,000.00 cash incentive
Natatatanging Guro Award for Formal Sciences	Ronna Y Magto (Special Science Teacher IV)	Plaque of Recognition and Php 5,000.00 cash incentive
Natatatanging Guro Award for Social Sciences	Ian Cris L. Cadile (Special Science Teacher V)	Plaque of Recognition and Php 5,000.00 cash incentive
Natatanging Tauhang Pantanggapan Award for Administration	Jennifer L. Frasco (Administrative Officer IV)	Plaque of Recognition and Php 5,000.00 cash incentive
Natatanging Tauhang Pantanggapan Award for Finance	Joy J. Nuenay (Administrative Officer IV)	Plaque of Recognition and Php 5,000.00 cash incentive
Natatanging Tauhang Pantanggapan Award for Student Services	Leonard B. Bagsican (Dormitory Manager)	Plaque of Recognition and Php 5,000.00 cash incentive
Sinagtala Teaching Excellence Award	Emmanuel D. Monterola (Special Science Teacher IV)	Plaque of Recognition and Php 3,000.00 cash incentive
Teaching Performance Award	Carl Kelvin S. Sapio (Special Science Teacher III)	Plaque of Recognition and Php 2,000.00 cash incentive
Office Workforce Performance Award	Roshe Florence Epifanie L. Openiano (Administrative Assistant II)	Plaque of Recognition and Php 2,000.00 cash incentive
Pisay Choice Award for Faculty Members	Jay Carl M. Agbay (Special Science Teacher I)	Plaque of Recognition and Php 2,000.00 cash incentive
Pisay Choice Award for Staff Members	Jesserie G. Buta (Administrative Officer III)	Plaque of Recognition and Php 2,000.00 cash incentive

5. Approval for the additional awards and incentives for the 24th PSHS-CMC Founding Anniversary as per ManCom Resolution No. 2021-10-015;



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Awards By Nomination	Non-Nomination Awards	Special Awards
Outstanding Employee Award for Level 2 and Level 1 Employees: 1. <i>Plaque of Recognition; and</i> 2. <i>Php 5,000.00 cash incentive</i>	Performance Incentive Award 1. <i>Certificate of Recognition; and</i> 2. <i>Php 3,000.00 cash incentive</i>	Excellence In Workplace Safety Award 1. <i>Certificate of Recognition; and</i> 2. <i>Personalized Wristwatch</i>
Exemplary Behavior Awards for OCD, CID, SSD and FAD Employees: 1. <i>Plaque of Recognition; and</i> 2. <i>Php 5,000.00 cash incentive</i>	Perfect Attendance Award 1. <i>Certificate of Recognition;</i> 2. <i>Php 3,000.00 cash incentive; and</i> 3. <i>Exclusive parking space for 1 year</i>	Tops In Engagement Award 1. <i>Certificate of Recognition; and</i> 2. <i>Personalized Wristwatch</i>
Best Organizational Unit Award: 1. <i>Plaque of Recognition</i> 2. <i>Php 5,000.00 cash incentive; and</i> 3. <i>Availment on PSHSS Grants-in-Aid Fund</i>	Career Academic Excellence Incentive 1. <i>Certificate of Recognition;</i> 2. <i>Php 3,000.00 cash incentive; and</i> 3. <i>Personalized wristwatch</i>	Most Creative And Innovative Award 1. <i>Certificate of Recognition; and</i> 2. <i>Personalized Wristwatch</i>
Gantimpala Agad Award 1. <i>Plaque of Recognition; and</i> 2. <i>Php 3,000.00 cash incentive</i>	Performance In Licensure Examination Incentive 1. <i>Certificate of Recognition;</i> 2. <i>Php 2,000.00 cash incentive; and</i> 3. <i>Personalized wristwatch</i>	Going Above And Beyond Award 1. <i>Certificate of Recognition; and</i> 2. <i>Personalized Wristwatch</i>
	Career Self-Development Incentive 1. <i>Certificate of Recognition;</i> 2. <i>Php 2,000.00 cash incentive; and</i> 3. <i>Personalized wristwatch</i>	Go That Extra Mile Award 1. <i>Certificate of Recognition; and</i> 2. <i>Personalized Wristwatch</i>
	Loyalty Incentive Award 1. <i>Certificate of Recognition</i> 2. <i>Service Pin;</i> 3. <i>Service Ring; and</i> 4. <i>Cash Incentive</i>	The Social Contributor Award 1. <i>Certificate of Recognition; and</i> 2. <i>Personalized Wristwatch</i>



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Prepared by:

IAN CRIS L. CADILE
Special Science Teacher V
Chairperson, PRAISE Committee

Noted by:

FRANKLIN L. SALISID
Campus Director
Date: _____