



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY  
PARTIDA ELEMENTARY SCHOOL

**Office of the Principal**

February 28, 2023

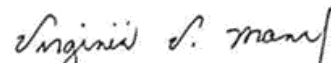
**SCHOOL MEMORANDUM**

No. 05 s. 2023

To: All Teacher  
Parents

**CALL FOR THE NOMINATION FOR THE SEARCH FOR 2023 PES OUTSTANDING WOMEN**

1. In celebration of the women's month this March, the Partida Elementary School, through the Program on Awards and Incentives for Service Excellence (PRAISE) announces the **2023 Search for Partida Elementary School Outstanding Women**.
2. The search aims to recognize the women in this school who have shown excellence and outstanding accomplishments in their work and made significant impacts in the lives of the people in the community, document all their success stories and serve as inspiration and role model for women empowerment.
3. Please see attachment; SDM no. 071, s. 2023 contains the criteria and requirements for the evaluation and selection for School Outstanding Women.
5. Immediate and wide dissemination of this Memorandum is desired.

  
**VIRGINIA V. MANUEL**  
Principal I



**Address:** Sitio Partida Brgy. Muzon, City of San Jose del Monte Bulacan  
**Official Email Add:** [162507.sjdmc@deped.gov.ph](mailto:162507.sjdmc@deped.gov.ph)  
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Enclosure No. 1 School Memo #5, s. 2023

**SCHOOLS DIVISION MEMORANDUM**

No. **071**, s. 2023

**CALL FOR THE NOMINATION FOR THE SEARCH FOR  
2023 SCHOOLS DIVISION OUTSTANDING WOMEN**

To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors  
Heads, Public Elementary, Secondary and Integrated Schools  
All Others Concerned

1. In celebration of the women's month this March, the School Division of City of San Jose del Monte through the Program on Awards and Incentives for Service Excellence (PRAISE) announces the **2023 Search for Schools Division Outstanding Women**.
2. The search aims to recognize the women in the schools division who have shown excellence and outstanding accomplishments in their work and made significant impacts in the lives of the people in the community, document all their success stories and serve as inspiration and role model for women empowerment.
3. School Heads, Division Chiefs and Section Heads may nominate DepEd-CSJDM women employees and/or women education partners from the community for award. The accomplished forms, documents and other requirements shall be submitted to SDO through the Records Section on or before March 10, 2023.
4. This Office strictly exercises Equal Opportunity Principle to adhere to the DepEd's policy of no discrimination against any employee for rewards, and recognition regardless of age, gender, disability, religion, ethnicity and political affiliation/beliefs.
5. Enclosure No. 1 contains the criteria and requirements for the evaluation and selection of 2023 Search for Schools Division Outstanding Women, and Enclosure No. 2 is the nomination form.
6. Immediate and wide dissemination of the content of this Memorandum is desired.

  
**MERLINA P. CRUZ PhD, CESO V**  
Schools Division Superintendent

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for the Education of San Joseños

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Enclosure No. 1 to Schools Division Memorandum No. 931, s. 2023

**2023 SEARCH FOR SCHOOLS DIVISION OUTSTANDING WOMEN**

**I. Objectives**

The search aims to recognize the women in the Schools Division who have shown excellence and outstanding accomplishments in their work and made significant impacts in the lives of the people in the community. This shall document all the success stories of the awardees and serve as inspiration and role model for women empowerment.

**II. Search Categories**

The search has three (3) categories, namely:

- Schools Division Office Outstanding Women Employees
- School-Based Outstanding Women Personnel
- Community Women Partners in Education

**III. Qualification Requirements for the Nominee**

Each nomination requires the submission of one (1) nomination folder containing the copies of the following documents:

1. Completely filled-out Nomination Form
2. Endorsement from the Head of Office
3. Write-up of accomplishments including testimonies of colleagues
4. All documents and materials indicating specific meritorious contributions in the field of endeavor
5. All accomplishments including citations and awards
6. Related pictures with explanatory captions

**IV. Criteria for the 2023 Search for Outstanding Women**

Criteria	Points
<b>Professional Accomplishment</b> <i>Details the nominee's roles/responsibilities in the organization, outlines her most significant professional accomplishment(s), demonstrates how she has become influential and leading in her field and shows ethical business behavior and strong corporate governance.</i>	35
<b>Community Involvement and Other Civic Service Activities</b> <i>Refers to the nominee's involvement in development organizations and community works involving protection of women, marginalized families/communities, indigenous peoples and other vulnerable groups.</i>	25
<b>Promotion of Women Empowerment and Gender Equality</b> <i>Refers to any development activities the nominee has undertaken or has been involved in. This shall include membership to organization/s pursuing gender equality, advocacy activities, trainings, seminars, congresses, projects or other activities promoting gender development.</i>	20
<b>Excellence in Character</b> <i>Refers to nominee's standing in schools division and community. This involves her ability to manage difficulties that she and her family has encountered and her excellent participation/involvement in schools/schools division.</i>	20



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Enclosure No. 2 to Schools Division Memorandum No. 111, s. 2023

**NOMINATION FORM**  
*(To be filled-out by the Head of Office)*

I, \_\_\_\_\_,  
willfully

*(Name)*

*(Position)*

nominate the following woman-employee(s)/community partner(s) on the basis of his/her/their good character and outstanding performance:

Name	Category	School/Office	Contact No.

**Justifications/Reasons for Nomination** (Pls. identify and describe briefly the significant contributions/accomplishments of the nominee/s.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that the above nominee/s meet/s the qualification requirements in the category /ies he/she/they are nominated in.

Thank you very much.

\_\_\_\_\_  
Name of Head of Office/School

\_\_\_\_\_  
Designation

\_\_\_\_\_  
Date



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