



Republic of the Philippines
Department of Education
National Capital Region

SCHOOLS DIVISION OFFICE CITY OF MUNTINLUPA

February 27, 2017

MEMORANDUM

To: OIC - Asst. Schools Division Superintendent
Chief, CID/ SGOD
Education Program Supervisors/ Coordinators/ District Supervisors
Public Elementary and Secondary School Heads/ OICs
Administrative Officer
All Others Concerned

Dep't	SCHOOLS DIVISION OFFICE
RELEASED BY	<i>[Signature]</i>
DATE	2/27/17

NOMINATIONS FOR QUALIFIED OFFICIALS AND EMPLOYEES FOR 2017 SEARCH FOR OUTSTANDING GOVERNMENT WORKERS

Attached is a Memorandum from the City Human Resources Management Department, **Atty. RODERICK B. TAGNIA** dated 22 February, 2017 regarding the Nominations for Qualified Officials and Employees for 2017 Search for Outstanding Government Workers is on March 31, 2017, for the information and guidance of all concerned.

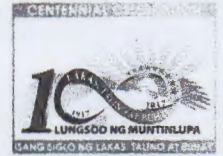
Immediate and wide dissemination of this Memorandum is desired.

[Signature]
MAURO C. DE GULAN, Ed. D.
Schools Division Superintendent





Republic of the Philippines
City Government of Muntinlupa
 CITY HUMAN RESOURCES MANAGEMENT DEPARTMENT



TO : ALL DEPARTMENT HEADS
 FROM : CITY HUMAN RESOURCES MANAGEMENT DEPARTMENT
 DATE : 22 FEBRUARY 2017
 SUBJECT : NOMINATIONS FOR QUALIFIED OFFICIALS AND EMPLOYEES FOR
 2017 SEARCH FOR OUTSTANDING GOVERNMENT WORKERS

In accordance with its constitutional mandate to adopt measures to promote morale, efficiency, integrity, responsiveness, and courtesy in the civil service, as well as to strengthen the merit and awards systems, the Civil Service Commission (CSC) administers an annual, nationwide Search for Outstanding Government Workers.

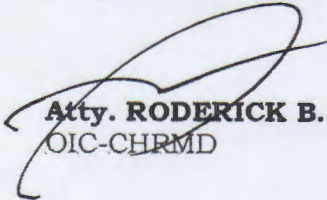
The Civil Service Commission announced the start of 2017 Search for Outstanding Government Worker and is now accepting nominations for qualified elective and appointive officials and employees holding a permanent, temporary, coterminous, contractual and casual status in the City Government of Muntinlupa.

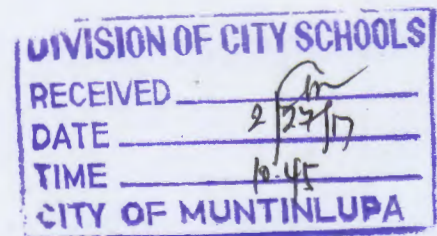
Below are the categories of awards:

1. Awards for Outstanding Work Performance
 - a. Presidential Lingkod Bayan (PLB) Award
 - b. Civil Service Commission (Pagasa) Award
2. Award for Exemplary Conduct and Ethical Behavior
 - a. Outstanding Public Officials and Employees or the Dangal ng Bayan (DnB)

The deadline of submission of nominations for the HAP is on **March 31, 2017**. For guidelines and more enhanced information, you may visit the CSC website www.csc.gov.ph or the nearest CSC Field Offices or call/ email (02) 740-8412 loc. 201/ roncr@csc.gov.ph c/o Public Assistance and Liaison Division (PALD).

For your information.


Atty. RODERICK B. TAGLIA
 OIC-CHRMD



Cc: Mayor's Office
 Administrator's Office

CHRMD:E-memo/CN:51 (02/22/17)



National Capital Region

January 23, 2017

HON. JAIME R. FRESNEDI
Mayor
City Government of Muntinlupa
National Road, Potatan Muntinlupa City

Dear Mayor Fresnedi:

Greetings!

The 2017 Search for Outstanding Government Workers has officially commenced, with the promulgation of CSC Resolution No. 1600111 on January 27, 2016, entitled "Honor Awards Program Guidelines on the Search for Outstanding Public Officials and Employees for 2016 and Thereafter".

The Honor Awards Program (HAP) shall cover all elective officials and appointive officials and employees holding a permanent, temporary, coterminous, contractual and casual status of employment in the government, whether stationed in the Philippines or abroad.

Appointive barangay officials and employees may also be nominated provided they meet all the following conditions pursuant to CSC Resolution No. 01-1352 on the "Recognition of the Barangay Secretary and Barangay Treasurer as Government Employees", dated August 10, 2001.

Posthumous nominations may be made for a public servant who died in the line of duty or in the pursuit of his/her official duties and responsibilities as a civil servant. Posthumous nominations should be formalized within 12 months from the time of death of the government official or employee.

Categories of Award:

A. Awards for Outstanding Work Performance

The awards for outstanding work performance are the following:

1. **Presidential *Lingkod Bayan (PLB)* Award** is conferred to an individual or group of individuals for exceptional or extraordinary contributions resulting from an idea or performance that had nationwide impact on public interest, security and patrimony. The contribution may be a suggestion, innovation, invention or superior accomplishment; and
2. **Civil Service Commission *Pagasa (Pagasa)* Award** is conferred to an individual

The term "group" shall refer to the following:

Two or more individuals bound by a common objective, a task force, a technical group or a special working team, formed/created/organized formally or informally to undertake certain projects/programs. Maximum membership for both Presidential *Lingkod Bayan* and Civil Service Commission or *Pagasa Awards* group/team shall not exceed 10 members.

The group/team should have demonstrated teamwork/camaraderie shown by constant communication, coordination, cooperation, and cohesiveness among its members. Each group/team member should have verifiable/actual contribution in the attainment of the group/team's accomplishment.

B. Award for Exemplary Conduct and Ethical Behavior

Outstanding Public Officials and Employees Award or the *Dangal ng Bayan (DnB)* is conferred to an individual for performance of an extraordinary act or public service and consistent demonstration of exemplary ethical behavior on the basis of his/her observance of the eight norms of behavior provided under Republic Act No. 6713, otherwise known as the "*Code of Conduct and Ethical Standards for Public Officials and Employees*".

In order to acknowledge the outstanding contribution, achievements and performance of men and women in the bureaucracy, we solicit your utmost support to nominate qualified officials and employees in your agency in any of the three (3) aforementioned categories.

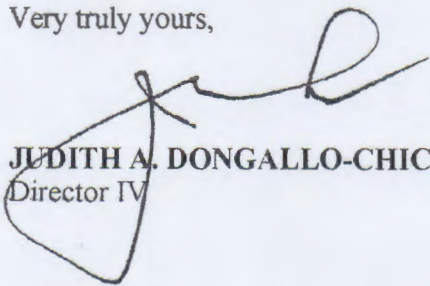
As mentioned in CSC Memorandum Circular No. 2, s. 2014 dated January 30, 2014, the Commission sees the agencies' pool of PRAISE awardees as a potential source of nominees to the Search. We encourage you to automatically nominate your PRAISE awardees.

The deadline of submission of nominations for the HAP in our CSC Field Offices is on **March 31, 2017**. The guidelines and enhanced nomination forms are available at the CSC Regional Offices and Field Offices nationwide and at our official website, www.csc.gov.ph.

For more information and assistance, you may visit the CSC website www.csc.gov.ph or the nearest CSC Field Office or call/email at 740-8412 loc. 201/ roncr@csc.gov.ph c/o Public Assistance and Liaison Division (PALD).

We hope for your support on this endeavor in advancing the Commission's advocacy of promoting culture and excellence in the bureaucracy.

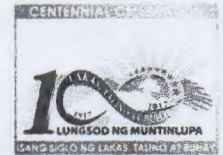
Very truly yours,



JUDITH A. DONGALLO-CHICANO
Director IV



Republic of the Philippines
City Government of Muntinlupa
CITY HUMAN RESOURCES MANAGEMENT DEPARTMENT



TO : ALL DEPARTMENT HEADS
FROM : CITY HUMAN RESOURCES MANAGEMENT DEPARTMENT
DATE : 22 FEBRUARY 2017
SUBJECT : NOMINATIONS FOR QUALIFIED OFFICIALS AND EMPLOYEES FOR
2017 SEARCH FOR OUTSTANDING GOVERNMENT WORKERS

In accordance with its constitutional mandate to adopt measures to promote morale, efficiency, integrity, responsiveness, and courtesy in the civil service, as well as to strengthen the merit and awards systems, the Civil Service Commission (CSC) administers an annual, nationwide Search for Outstanding Government Workers.

The Civil Service Commission announced the start of 2017 Search for Outstanding Government Worker and is now accepting nominations for qualified elective and appointive officials and employees holding a permanent, temporary, coterminous, contractual and casual status in the City Government of Muntinlupa.

Below are the categories of awards:

1. Awards for Outstanding Work Performance
 - a. Presidential Lingkod Bayan (PLB) Award
 - b. Civil Service Commission (Pagasa) Award
2. Award for Exemplary Conduct and Ethical Behavior
 - a. Outstanding Public Officials and Employees or the Dangal ng Bayan (DnB)

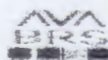
The deadline of submission of nominations for the HAP is on **March 31, 2017**. For guidelines and more enhanced information, you may visit the CSC website www.csc.gov.ph or the nearest CSC Field Offices or call/ email (02) 740-8412 loc. 201/ roncr@csc.gov.ph c/o Public Assistance and Liaison Division (PALD).

For your information.


Atty. RODERICK B. TAGNIA
OIC-CHRMD

Cc: Mayor's Office
Administrator's Office

CHRMD:E-memo/CN:51 (02/22/17)



ISO 9001:2008 CERTIFIED
CERT. CODE : QMS0708041506KA-001



National Capital Region

January 23, 2017

HON. JAIME R. FRESNEDI

Mayor

City Government of Muntinlupa

National Road, Potatan Muntinlupa City

Dear Mayor Fresnedi:

Greetings!

The 2017 Search for Outstanding Government Workers has officially commenced, with the promulgation of CSC Resolution No. 1600111 on January 27, 2016, entitled "Honor Awards Program Guidelines on the Search for Outstanding Public Officials and Employees for 2016 and Thereafter".

The Honor Awards Program (HAP) shall cover all elective officials and appointive officials and employees holding a permanent, temporary, coterminous, contractual and casual status of employment in the government, whether stationed in the Philippines or abroad.

Appointive barangay officials and employees may also be nominated provided they meet all the following conditions pursuant to CSC Resolution No. 01-1352 on the "Recognition of the Barangay Secretary and Barangay Treasurer as Government Employees", dated August 10, 2001.

Posthumous nominations may be made for a public servant who died in the line of duty or in the pursuit of his/her official duties and responsibilities as a civil servant. Posthumous nominations should be formalized within 12 months from the time of death of the government official or employee.

Categories of Award:

A. Awards for Outstanding Work Performance

The awards for outstanding work performance are the following:

1. **Presidential *Lingkod Bayan (PLB)* Award** is conferred to an individual or group of individuals for exceptional or extraordinary contributions resulting from an idea or performance that had nationwide impact on public interest, security and patrimony. The contribution may be a suggestion, innovation, invention or superior accomplishment; and
2. **Civil Service Commission *Pagasa (Pagasa)* Award** is conferred to an individual

The term "group" shall refer to the following:

Two or more individuals bound by a common objective, a task force, a technical group or a special working team, formed/created/organized formally or informally to undertake certain projects/programs. Maximum membership for both Presidential *Lingkod Bayan* and Civil Service Commission or *Pagasa Awards* group/team shall not exceed 10 members.

The group/team should have demonstrated teamwork/camaraderie shown by constant communication, coordination, cooperation, and cohesiveness among its members. Each group/team member should have verifiable/actual contribution in the attainment of the group/team's accomplishment.

B. Award for Exemplary Conduct and Ethical Behavior

Outstanding Public Officials and Employees Award or the *Dangal ng Bayan (DnB)* is conferred to an individual for performance of an extraordinary act or public service and consistent demonstration of exemplary ethical behavior on the basis of his/her observance of the eight norms of behavior provided under Republic Act No. 6713, otherwise known as the "*Code of Conduct and Ethical Standards for Public Officials and Employees*".

In order to acknowledge the outstanding contribution, achievements and performance of men and women in the bureaucracy, we solicit your utmost support to nominate qualified officials and employees in your agency in any of the three (3) aforementioned categories.

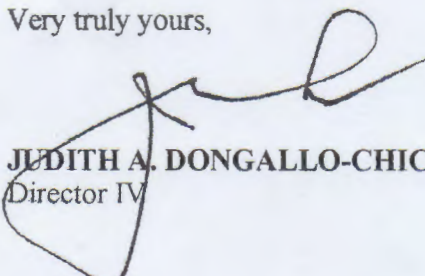
As mentioned in CSC Memorandum Circular No. 2, s. 2014 dated January 30, 2014, the Commission sees the agencies' pool of PRAISE awardees as a potential source of nominees to the Search. We encourage you to automatically nominate your PRAISE awardees.

The deadline of submission of nominations for the HAP in our CSC Field Offices is on **March 31, 2017**. The guidelines and enhanced nomination forms are available at the CSC Regional Offices and Field Offices nationwide and at our official website, www.csc.gov.ph.

For more information and assistance, you may visit the CSC website www.csc.gov.ph or the nearest CSC Field Office or call/email at 740-8412 loc. 201/ roncr@csc.gov.ph c/o Public Assistance and Liaison Division (PALD).

We hope for your support on this endeavor in advancing the Commission's advocacy of promoting culture and excellence in the bureaucracy.

Very truly yours,



JUDITH A. DONGALLO-CHICANO
Director IV