



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OF SAN JOSE DEL MONTE  
**HEROESVILLE ELEMENTARY SCHOOL**  
BRGY GAYA-GAYA, CITY OF SAN JOSE DEL MONTE, BULACAN

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May 28, 2021

School Memo 41 s. 2021  
All Teaching and non-teaching personnel

### **DESIGNATION OF AWARDS COMMITTEE 2021**

In line with Deped Order No.18 s 2021, this office announces the HVES AC Awards Committee for SY 2021-22 and SY 2022-23

Chairperson : Joan T. Pamplona

Vice : Crizel Joy F. Jopillo

Members : 1. Caroline Jo G. Lacson

2. Mayolyn B. Panganiban

3. Sulammite A. Millones

1. Submit the Timeline and Program of Activities to the Office at the beginning of 4<sup>th</sup> quarter of the current school year.
2. Communicate to the school community, parents and other stakeholders the process involved in giving academic excellence.
3. Verify the authenticity of documents submitted class records, report cards and other school forms.
4. The AC shall use the report cards and permanent records supported by the learner's portfolio as the main reference for determining the awards.
5. The report of the AC shall be signed by all members of the committee and certified by the school head. The school head shall approve the final list of awardees upon the recommendation of the committee.
6. The Ac, together with the school head, shall determine roles and assign tasks to the awardees (delivery of graduation speech , batch history etc) for the graduation or school-awarding ceremony which may be done virtually.



7. Submit all MOVS and documentation from the minutes of the meeting from the planning, deliberation and finalization of the learners' to be recognized for that school year.

For complete description and tasks to do pls refer to the Deped Order 18 s.2021

For wide dissemination and compliance.

GINA B. YONQUE

Principal I



Heroesville Elementary School

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