



EXECUTIVE ORDER NO. 4
Series of 2023

**AN ORDER REORGANIZING THE PROGRAM ON AWARDS AND INCENTIVES FOR
SERVICE EXCELLENCE (PRAISE) COMMITTEE OF THE PROVINCIAL GOVERNMENT OF
OCCIDENTAL MINDORO**

WHEREAS, the Civil Service Commission is constitutionally mandated to adopt measures to promote morale, efficiency, integrity, responsiveness and courtesy in the civil service. Pursuant thereto, the Commission enjoined all department or agency to establish its own employee suggestions and incentive awards system called "Program on Awards and Incentives for Service Excellence (PRAISE);

WHEREAS, in accordance with the Civil Service Commission (CSC) Memorandum Circular (MC) No. 01, series of 2001, entitled "Program on Awards and Incentives for Service Excellence (PRAISE)", the CSC adopted the revised policies on Program on Awards and Incentives for Service Excellence (PRAISE) which were developed and refined in consultation with the different sectors of the government;

WHEREAS, Memorandum Circular No. 01, series of 2021 provides for the revised guidelines on the Conferment of HR Recognition and Award;

NOW THEREFORE, I, EDUARDO B. GADIANO, Governor of the Province of Occidental Mindoro, by virtue of the powers vested in me by law, do hereby order the **REORGANIZATION OF THE PROGRAM ON AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE (PRAISE) COMMITTEE OF THE PROVINCIAL GOVERNMENT OF OCCIDENTAL MINDORO**.

SECTION 1. COMPOSITION. The PRAISE Committee shall be composed of the following:

Chairperson:	Hon. EDUARDO B. GADIANO Governor
Vice Chairperson:	Ms. MURIEL M. REGUINDING Provincial Administrator
Members	Ms. MARIFE T. TAÑALA Acting PGDH (HRMO) Mr. MANUEL T. TRIA, Jr. PGDH (PBO) Engr. ANTHONY A. DANTIS PGDH (PPDO) Ms. CLETA B. MULINGBAYAN Acting Provincial Treasurer

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Mr. CRISOSTOMO C. PARAS
PGDH (PACCO)

Ms. IMELDA P. MABAGOS
Supervising Administrative Officer
2nd Level Employees' Representative

Ms. ARLENE P. ADORA
Local Assessment Operations Officer I
2nd Level Employees' Representative (Alternate)

Ms. ROSE ANN G. SORIANO
Administrative Aide IV
1st Level Employees' Representative

Ms. ROSARIO ANALYN D. PALLESCO
Administrative Aide IV
1st Level Employees' Representative (Alternate)

Head Secretariat

Ms. MARIA ZENY T. RAMOS
Supervising Administrative Officer

Members

Mr. RONAN ROY R. RAGUDO
Administrative Officer III

Ms. SARAH JANE M. ELLARMA
Administrative Aide IV

SECTION 2. DUTIES AND FUNCTIONS. The PRAISE Committee shall perform the following duties:

1. Establish a system of incentives and awards to recognize and motivate employees for their performance and conduct;
2. Develop, adopt and amend internal rules, procedures, and policies for the incentives and awards mechanism of the Provincial Government of Occidental Mindoro;
3. Establish internal guidelines and strategies for evaluating the qualification of the nominees;
4. Prepare plans, identify the resources, and propose budget for the implementation of the PRAISE activities;

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5. Adhere to the principles of providing incentives and awards to the PGOM employees individually or in groups for their outstanding performance, innovative ideas, superior accomplishments, and exemplary behavior;
6. Deliberate the qualifications of the nominees based on the approved guidelines;
7. Monitor and evaluate the implementation of PRAISE and make essential improvements to ensure its applicability and suitability to the PGOM; and
8. Address issues and concerns relative to the implementation of PRAISE.

SECTION 3. SECRETARIAT. The Secretariat shall have the following duties and functions:

1. Attend the PRAISE Committee meetings and take the minutes of all meetings and deliberations;
2. Take part in the implementation of the PRAISE System from the evaluation of the nominees' documents; and
3. Validate, interview, evaluate, and monitor the PRAISE system and processes within the bounds of EOP.

SECTION 4. SEPARABILITY CLAUSE. If any provision of this Executive Order is declared invalid for any reason, the parts not affected thereby shall remain valid and in full force and effect.

SECTION 5. REPEALING CLAUSE. All Executive Orders, Rules and Regulations issued by this province which are inconsistent with any of the provisions of this Executive Order are hereby repealed, superseded or modified accordingly.

SECTION 6. EFFECTIVITY. This Executive Order shall take effect immediately.

DONE this 17th day of January 2023 at the Provincial Capitol, Mamburao, Occidental Mindoro, Philippines.


EDUARDO B. GADIANO
Governor

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