



Republic of the Philippines  
Department of Education  
CARAGA REGION



September 1, 2023

REGIONAL MEMORANDUM  
No. 0810, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS  
SDO – BUTUAN CITY  
SDO – SURIGAO CITY  
This Region

CIVIL SERVICE COMMISSION CARAGA 2023 REGIONAL  
AWARDING AND APPRECIATION CEREMONIES

1. This Office is pleased to inform the field of the Regional Winners in the 2023 Honor Awards Program (HAP) Regional Search for Outstanding Officials and Employees of the Civil Service Commission (CSC) Caraga Region per communication from Director Winston L. Plaza, namely:

| Name                     | Position                     | Division     | Category                       |
|--------------------------|------------------------------|--------------|--------------------------------|
| <b>Venus M. Alburoto</b> | Education Program Supervisor | Surigao City | CSC PAGASA Award Category      |
| <b>Romar B. Amolo</b>    | Master Teacher I             | Butuan City  | CSC PAGASA Award Category      |
| <b>Edwin C. Fuego</b>    | Teacher III                  | Butuan City  | Dangal ng Bayan Award Category |

2. The 2023 Regional Awarding and Appreciation Ceremonies shall be conducted on September 21, 2023, at 2:00 PM, in Butuan City (venue shall be announced later).
3. The HAP/PRIME-HRM Awardees are requested to refer to the attached Guidelines/Instructions in attending the awarding ceremony.
4. For information and wide dissemination.

**MARIA INES C. ASUNCION**

Director III  
Officer In-Charge  
Office of the Regional Director

BY THE AUTHORITY OF THE REGIONAL DIRECTOR

  
**PEDRO T. ESCOBARTE, JR., PhD, CESO V**  
Assistant Regional Director



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|----------------|-------------|------|--------|
| Doc. Ref. Code | RO-ASD-F107 | Rev  | 00     |
| Effectivity    | 02.01.23    | Page | 1 of 2 |

Encl/s.: AS STATED

Reference/s: NONE

To be indicated in the Perpetual Index  
under the following subjects:

AWARD

TEACHERS

RECOGNITION

HRD/mmv  
09/01/2023



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**Civil Service Commission Caraga**

15 August 2023

**DR. MARIA INES C. ASUNCION**

Regional Director

Department of Education – Caraga Regional Office

J. Rosales Avenue, Butuan City

[caraga@deped.gov.ph](mailto:caraga@deped.gov.ph)

**Dear Director Asuncion:**

We are pleased to inform you of the Three (3) regional winners in the 2023 Honor Awards Program (HAP) Regional Search for Outstanding Officials and Employees from the Department of Education, namely:

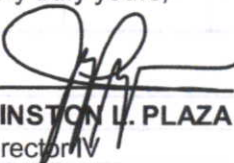
1. EPS Venus M. Alboruto, Surigao City – CSC PAGASA Award Category
2. MT I Romar B. Amolo, DEPED, Butuan City – CSC PAGASA Award Category
3. T III Edwin C. Fuego, DEPED, Butuan City – Dangal ng Bayan Award Category

In relation thereto, we would like to invite your presence to the 2023 Regional Awarding and Appreciation Ceremonies on September 21, 2023, at 2:00 p.m., in Butuan City (venue to be announced later).

Attached are the Guidelines/Instructions for your reference.

Congratulations!

Very truly yours,

  
**WINSTON L. PLAZA**  
Director IV

**Bawat Kawani, Lingkod Bayani**



Civil Service Commission Caraga

## GUIDELINES & INSTRUCTIONS

### 2023 Regional Awarding and Appreciation Ceremonies

September 21, 2023, @ 2:00 – 5:00 PM / Face to face

Please be guided by the following instructions, to wit:

1. All Attendees will come in National Costume attire (Barong tagalog for men, Filipiniana for women). You may browse this link for ideas <https://primer.com.ph/tips-guides/2017/05/13/expats-guide-to-the-philippines-national-costume/>
2. HAP/PRIME-HRM Awardees will be seated together with their family member and the head of the agency at one table.

3. Given the limited space in our venue, we strictly observed the following number of attendees:

A. HAP

- (1) one awardee
  - (1) one family member and;
  - (1) one head of the agency or his/her representative
- (Note: For DEPED 1 (one) Regional Director + 1 (one) Schools Division Superintendent)

B. PRIME-HRM

- b.1. Bronze - 5 (five) pax/agency
- b.2. Accreditation - 3 (three) pax/agency
- b.3. Recognition - 3 (three) pax/agency

C. APPRECIATION for Partner agencies – 1 maximum of 2 (two) pax/agency

For confirmation, kindly register through this link: <https://forms.office.com/r/y34xNEE3CE> on or before September 18, 2023.

4. If the head of the agency is not available, please advise/inform CSC at least (2) two days before the awarding who will represent on his/her behalf.
5. All attendees are expected at the venue @ least 15 minutes before 2:00 pm.

For inquiries, you may contact the Public Assistance & Liaison Division (PALD) through Marilyn Yballa, Ginalyn Batutay, and John Yitzhak Cueva at telephone/cellphone numbers 085-815-3370 / 0923-0818-701.

Bawat Kawani, Lingkod Bayani