



Republic of the Philippines  
**Department of Education**  
REGION IV- A CALABARZON  
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

Advisory No. **279**, s. 2025  
September 24, 2025

In compliance with Deped Order (DO) No. 8, s. 2013  
this advisory is issued not for endorsement per DO 28, s. 2001  
but only for the information of Deped officials,  
personnel/staff, as well as the concerned public.  
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**ELIGIBILITY REQUIREMENTS AND ADJUSTED TIMELINE OF ACTIVITIES FOR  
GAWAD TULAY 2025**

With Reference to **Division Memorandum (DM) No. 658, s. 2025**, titled **Call for Nomination for Gawad Tulay 2025**, this Office hereby informs all concerned personnel of the following:

- (1) All school-based and non-school-based personnel who received a rating of *Very Satisfactory* or higher in the Individual Performance Commitment Rating Form (IPCRF) for SY 2024–2025 or FY 2024 are eligible for nomination. Personnel who achieved an *Outstanding* performance rating during the same period will be automatically nominated under any applicable category. Furthermore, individuals who have been recognized through school-based rewards and recognition programs are also qualified to participate in the Division-wide Search. All other eligibility requirements remain in effect.
- (2) Adjustments have been made to the Indicative Timeline of Activities. Attached is Enclosure 1–Adjusted Timeline of Activities for Gawad Tulay 2025

SGOD- eligibility requirements and adjusted timeline of activities for gawad tulay 2025  
SGOLO7BE-003560/September 24, 2025

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Enclosure 1

### ADJUSTED TIMELINE OF ACTIVITIES FOR GAWAD TULAY 2025

Activities	Date	Persons Involved
Preparation of Documents and Forms	September 11-18	SEPS-HRTD; EPS II-HRTD; Heads and School and SDO PRAISE Committee
Call for Nomination	September 22	SEPS-HRTD; EPS II-HRTD
Meeting of PRAISE Committee, Screening and Evaluation Committee, and PRAISE Secretariat	September 22-24 (any day)	ASDS; SGOD Chief; CID Chief; Head of: Human Resource Unit, Budget and Finance Unit; Chairpersons, Co-Chairpersons and Members of the Committee per category
Orientation on the Processes and Requirements of Gawad Tulay 2025	September 23, 2025	School Heads, Parent-Supervisors, PRAISE Committee, PRAISE Secretariat
Submission of Nomination Forms (School-Based and SDO Personnel)	October 6-10	
Initial Screening in the Schools and in the Clusters	School Level- October 13-15	Education Program Supervisors School Heads School PRAISE Committee
Identification of personnel who will be nominated from the schools	Cluster Level – October 16-17	
Submission /Collection of Nomination Forms (to the SDO)	October 20-21	Heads SEPS-HRTD; EPS II-HRTD
Submission /Collection of other Nomination Requirements	October 27	Heads SEPS-HRTD; EPS II-HRTD
Screening /Shortlisting /Evaluation of Nomination Papers	October 28-31	SDO PRAISE Committee
Demonstration Teaching (For Outstanding Teachers only)	November 3-5	Committee on Search for Outstanding Teachers; Education Program Supervisor/s other than the chairperson or member/s of the category (based on Learning Area to be demonstrated)



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Stage 2 On-Site Validation	November 3-5	PRAISE Committee, Screening and Evaluation Committee, Secretariat
Final Panel Interview	November 6-7	<b>PRAISE Committee:</b> ASDS; SGOD Chief; CID Chief; Head of: Human Resource Unit, Budget and Finance Unit, School Heads, Members of the Award Category Committee <b>Secretariat:</b> SEPS-HRTD; EPS II-HRTD
Submission of Final List of Awardees to the SDS	November 10	<b>Secretariat:</b> SEPS-HRTD; EPS II-HRTD
Preparation for the Day of Awards and Recognition	November 11-28	SGOD Chief SEPS-HRTD; EPS II-HRTD
Awarding Ceremony	December 5	SGOD Chief SEPS-HRTD; EPS II-HRTD