

Republic of the Philippines
Department of Agriculture
BUREAU OF AGRICULTURAL RESEARCH
RDMIC Bldg., Elliptical Rd. cor. Visayas Ave., Diliman, Quezon City 1101

Port 7

Ref. No. 2021-11-05
November 19, 2021

MEMORANDUM FROM THE DIRECTOR

To : ALL DA-BAR Division/Section/Unit Heads

Subject : Submission of Nominations for DA-BAR PRAISE Awards

Further to our memorandum dated November 04, 2022, and as per agreement during the DA-BAR PRAISE Committee meeting on November 19, 2021, we are reiterating our invitation for submission of nominations for the following award categories:

1. Best Division Chief
2. Best Assistant Division Chief
3. Best Section Chief
4. Best Unit Chief
5. Best Administrative Support Staff
6. Best Technical Support Staff

All division chiefs are automatically considered nominees and shall submit documents based on the criteria prescribed under BAR MC 2021-10-04. They shall also submit their nominations for the other award categories as prescribed under the said Circular. Period of observation shall be from January to December of CY 2020 and open to all permanent officials and employees.

Accomplished nomination forms for all categories and copies of DPCRs of division chief nominees shall be submitted to the HRMU not later than November 22, 2021. Copies of IPCRs for other nominees shall be pre-evaluated on November 29, 2021.

Attached is a copy of the nomination form (Annex "B") for your information and appropriate action.

Please refer to BAR MC No. 2021-10-04 on the DA-BAR GUIDELINES ON DA UNIFIED PROGRAM ON AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE (DA PRAISE) for details.



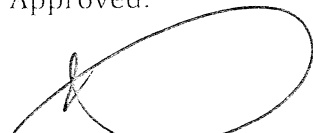
For your information, guidance and compliance.

Recommending Approval:

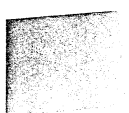


~~JOSEPH H. DALBOS~~
OIC, Assistant Director
and Chair, DA-BAR PRAISE Committee

Approved:



JUNEL B. SORIANO, Ph.D.
Director



NOMINATION FORM

R & R Form 2- Best Official/Employee Award

1 & 7/8" x 2"
(passport size)

NAME OF NOMINEE: _____ GENDER: _____

POSITION: _____ SG: _____

PLACE OF ASSIGNMENT: _____

NO. OF YEARS IN SERVICE: _____

LEVEL OF POSITION: (Please check)

First Level

Second Level

Third Level

CONTACT NUMBER: _____

E-MAIL ADDRESS: _____

SIGNATURE: _____

NAME OF NOMINATOR: _____ GENDER: _____

POSITION: _____ SG: _____

PLACE OF ASSIGNMENT: _____

NO. OF YEARS IN SERVICE: _____

LEVEL OF POSITION: (Please check)

First Level

Second Level

Third Level

CONTACT NUMBER: _____

E-MAIL ADDRESS: _____

SIGNATURE: _____

NARRATIVE REPORT OF OUTSTANDING ACHIEVEMENT/ ACCOMPLISHMENT
OF THE NOMINEE:
