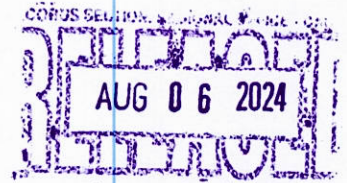




Republic of the Philippines
Department of Education
CARAGA REGION



August 5, 2024

REGIONAL MEMORANDUM
No. 0785, s. 2024

To: ASSISTANT REGIONAL DIRECTOR
SCHOOLS DIVISION SUPERINTENDENTS
FUNCTIONAL DIVISION CHIEFS

RECOMPOSITION OF THE REGIONAL PERFORMANCE
MANAGEMENT TEAM (PMT)

1. In compliance with DepEd Order No. 2, s. 2015, titled Guidelines on the Establishments and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education, this Office hereby recompose the members and secretariat of the **Regional Performance Management Team**, as follow:

Chairperson: **PEDRO T. ESCOBARTE JR, PhD, CESO IV**
Assistant Regional Director

Vice-
Chairperson: **VIOLETA C. NUÑEZ, PhD**
Chief, Policy, Planning and Research Division

Members: **BERNABE L. LINO**
Chief, Curriculum and Learning Management

FLORDELISA R. DALIN, EdD
Chief, Human Resource Development Division

DR. JUMER C. CARLON
OIC-Chief, Education Support Services Division

JOEL B. ROSALES
Chief, Administrative Services Division

ELAINE N. NAVARRO
SAO, Finance Division

ATTY. JOSE B. GUIBONE
Legal Office IV, NEU Officer

MINERVA T. ALBIS, PhD
SDS, Agusan del Sur Division
PASS President

SHERYL R. PUYO
AO V, HRMO



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MARLYNE M. VILLAREAL

EPS, Human Resource Development Division

Observer:

THELMA C. VILLANUEVA

GSP-Agusan del Norte Council

Secretariat:

ABE NAIREZA A. IBANO

EPS II, HRDD

TICHE LYNN G. CAPAROSO

EPS II, HRDD

FE M. BARING

TCE II, Personnel Unit

IRISH A. ABEJAR

HRMO II, Personnel Unit

2. Per DO. No. 2, s. 2015, the functions, and responsibilities of the PMT are hereby reiterated:

- a. Planning Office shall ensure that Office Performance Targets and Measures, as well as the budget are aligned with those of the agency and that work distribution of Offices/ Units is rationalized;
- b. PMT recommends approval of the office performance commitment and rating to the Regional Director;
- c. PMT adopts its own internal rules, procedures and strategies in carrying out the above responsibilities including of meetings and deliberations and delegation of authority to representative in case of absence of its members;
- d. Personnel Division identifies potential top performers and provides input to the PRAISE Committee for grant of awards and incentives;
- e. Secretariat shall set consultation meeting of all Division Chiefs for the purpose of discussing the targets set in the office performance commitment and rating form; and
- f. Acts as appeals body and final arbiter.

3. Planning, Policy, and Research Division (PPRD) shall.

- a. conduct an agency performance planning and review conference annually for the purpose of discussing the Office assessment for the preceding performance period and plans for the succeeding rating period with concerned Heads of Offices; (This shall be participated by Finance Division as regards budget utilization.)
- b. monitor and evaluates the submission of the OPCRf and schedule the review/ evaluation of the Office Commitments by the PMT at each level before the start of a performance period;
- c. consolidate, review, validate and evaluate the initial performance assessment of the Division Chiefs based on reported Office

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accomplishments against the success indicators, and the allotted budget against the actual expenses; (The result of the assessment shall be the bases of PMT's recommendation to the Regional Director who shall determine the final rating);

- d. provide each Office with the Office Assessment to serve as basis for offices in the assessment of individual staff members; and
 - e. collaborate with other Human Resource (HR) bodies in strengthening link between Performance Management System (PMS) and other systems such as Rewards and Recognition (R&R), Recruitment, Selection, and Placement (RSP), and Learning and Development (L&D).
4. Human Resource Development Division (HRDD) shall:
- a. monitor submission of IPCRF by Division Chiefs;
 - b. review the Summary List of Individual Performance Rating to ensure that the average performance rating of employees is equivalent to or not higher than the Office Performance Rating as recommended by the PMT and approved by the Regional Director;
 - c. provide analytical data on retention, skill/ competency gaps and talent development plans that align with strategic plans; and
 - d. coordinate development interventions that will form part of the HR Plan.
5. For information, guidance, and compliance.

MARIA INES C. ASUNCION
Director III
Officer-in-Charge
Office of the Regional Director

Encl/s.: NONE

Reference/s: DepEd Order No. 2, s. 2015

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

COMMITTEE PERFORMANCE RPMS

HRDD/mmv
08/05/2024

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