



Republic of the Philippines  
**Department of Education**  
REGION III-CENTRAL LUZON

**REGIONAL MEMORANDUM**  
**NO. 317 S. 2020**

OCT 30 2020

**RECONSTITUTION OF THE PERFORMANCE MANAGEMENT TEAM**

To : Assistant Regional Director  
Schools Division Superintendents  
All Concerned

The following is the Composition of the Reconstituted Regional Performance Management Team (PMT), to wit:

<b>RHODA T. RAZON</b> Officer-In-Charge Office of the Asst. Regional Director	-	Chairperson
<b>PEDRO Q. PASCUA</b> Chief Administrative Officer Administrative Division	-	Member
<b>IMELDA P. VALLEJO</b> Chief Administrative Officer Finance Division	-	Member
<b>WILLIAM G. BACANI</b> Chief, HRDD	-	Member
<b>MATROSE P. GALARION</b> OIC-PPRD	-	Member
<b>ARIEL M. CULALA</b> Education Program Supervisor	-	Member
<b>ZITA U. SANTOS</b> Supervising Administrative Officer Administrative Division	-	Member
<b>CLASS President</b>	-	Member
<b>MARIZA G. DAVID</b> Teacher Credentials Evaluator II NEU – Representative	-	Member





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**ANGELITA A. MANALILI** - Member  
GSP Central Luzon Director  
Civil Society Organization

**PERSONNEL SECTION** - Secretariat  
Administrative Division

The PMT shall have the following functions and responsibilities

1. The Secretariat at each level sets consultation meeting of all Heads of Offices for the purpose of discussing the targets set in the office performance commitment and rating form;
2. The 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;
3. PMT recommends approval of the office performance commitment and rating to the Head of Agency;
4. HRDD and Administrative Division (Personnel Section) identifies potential top performance and provide inputs to the PRAISE Committee for grant of awards and incentives; and
5. PM adopts its own internal rules, procedures and strategies in carrying out the above responsibilities including schedule of meetings and deliberations and delegation of authority to representatives in case of absence of its members.

For information and compliance.

**NICOLAS T. CAPULONG, PhD, CESO V**  
Director III  
Officer-in-Charge  
Office of the Regional Director

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