



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

August 17, 2021

DIVISION MEMORANDUM

No. 316, s. 2021

**DIVISION INSTITUTIONALIZATION OF THE FOUR (4) PHASES OF THE
RESULT-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public School Heads
All Others Concerned

1. In consonance with DepEd Order no. 2 entitled Guidelines on the Establishment and Implementation of the RPMS of the DepEd, this division hereby announces the institutionalization and implementation of the phases of the RPMS to complete the full cycle namely:

PHASE 1. Performance Planning and Commitment;
PHASE 2. Performance Monitoring and Coaching
PHASE 3. Performance Review and Evaluation; and
PHASE 4. Performance Rewarding and Developmental Planning.

2. The processes shall commence after the rater and the ratee commit on the KRAs, Objectives and Performance Indicators and sign the OPCRf and IPCRF in a regular periodic basis within a given rating period.
3. For school based personnel, it will start before the opening of the school year with one time review at the middle of the school year before the actual evaluation and rating with MOVs a month before the rating period ends. For division based personnel, it shall begin at the opening of office of the calendar year with one time midyear review before the actual evaluation and rating with MOVs a month before the rating period ends.
4. The composition and tasks of the Performance Management Team (PMT) at the division and school shall be in consonance with Article VII Section 60 of the order with the ASDS and the Principal-elect as the Chairs respectively. Each team shall ensure that Office performance targets, measures and budget are aligned with the agency and that work distribution is rationalized.
5. The intermediary purpose of this program is to regularize the provision of monitoring, coaching and mentoring from education program supervisors and specialists to teachers, school heads and non teaching personnel for them to imbibe their duties and obligations

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Address: Brgy. Rizal, Science City of Muñoz, 3119
Telephone No.: (044) 806 -2192; Email Address: munozone.science.city@deped.gov.ph
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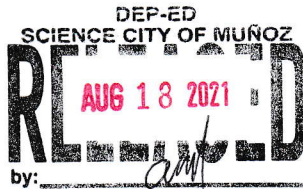
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more fully and to adjust whatever weaknesses and eliminate threats if any in the quest geared towards effective educational services and productivity at the workplace.

6. The end goal of the teams is to recommend the approval of the performance commitment rating and developmental plans to the Schools Division Superintendent.
7. For reference is DepEd Order No. 2, s. 2015.
8. For information, feel free to contact Zurex T. Bacay, PhD, Assistant Schools Division Superintendent at CP No. 0917-152-0824 or at email address zurex.bacay001@deped.gov.ph.
9. Immediate and widest dissemination of this Memorandum is earnestly desired.




DANTE G. PARUNGAO, CESO VI
Officer in Charge
Office of the Schools Division Superintendent



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