



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

November 9, 2021

OFFICE MEMORANDUM

No. **000588** s. 2021

To: Assistant Regional Director
Regional Chief of Divisions
Section/Unit Heads
All Others Concerned

**REGIONAL OFFICE PERFORMANCE MANAGEMENT TEAM (RO PMT)
FOR THE GRANT OF PERFORMANCE-BASED BONUS**

1. Pursuant to DepEd Order No. 007, s. 2021, the following are hereby designated as Regional Office Performance Management Team (RO PMT) effective immediately.

Chairperson	Bebiano I. Sentillas, CESO V OIC-Assistant Regional Director
Members	Mr. Mark Lito B. Gallano Regional Planning Officer Ms. Alma E. Suyom Chief, Finance Division Dr. Alejandrito L. Yman Chief, Administrative Division Ms. Mercedes D. Sarmiento Chief, Human Resource Development Division Mr. Cesar P. Verunque Chief, Field Technical Assistance Division Dr. Rosemarie M. Guino Chief, Quality Assurance Division Dr. Genis S. Murallos Schools Division Superintendent Division of Southern Leyte Philippine Association of School Superintendents (PASS) representative



Handwritten initials

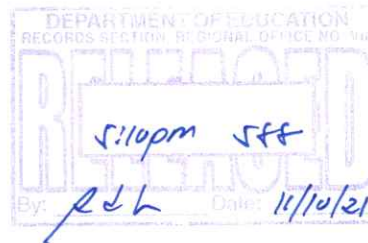
	DepEd NEU – Regional Chapter Representative Philippine Elementary School Principals Association (PESPA) National Association of Public Secondary Schools of the Philippines (NAPSSPHIL) or National Association of Public Secondary School Heads, Inc. (NAPSSHI) representative Accredited Teacher’s Association representative
Secretariat	Administrative Division

2. The roles and responsibilities of the RO PMT shall include the following:
 - 2.1. Ensure regular and timely submission of necessary regional level reports and requirements for the grant of the PBB, and supervise the compliance of SDOs and schools under its jurisdiction;
 - 2.2 Regularly report to the National PMT the status of compliance with regional level reports and requirements on agency eligibility;
 - 2.3 Ensure proper cascading of the PBB guidelines and other related issuances. It shall conduct information dissemination and orientation activities at the regional office, and provide technical assistance to SDOs under its jurisdiction; specifically, on the rationale, criteria, and process for the grant of PBB;
 - 2.4 Gather the necessary data, information and/or documents to be used as bases for performance review and evaluation, and ensure reliability, completeness, and correctness of these data, information and/or documents;
 - 2.5 Regularly report to the National PMT the status of performance review and evaluation and discuss pressing issues and concerns. Documentation thereof is required for onward submission to the National PMT;
 - 2.6 Address all queries and clarifications related to the implementation of PBB under its respective jurisdiction;
 - 2.7 Set up a feedback mechanism to ensure that the results of the performance review and evaluation are conveyed to and discussed with all personnel at the regional office, and to ensure that the results are used as a tool in strategic planning and encouraging better performance in the future;
 - 2.8 Act as initial deciding authority at the regional office regarding appeals of individual eligibility for the grant of the PBB, and the appellate deciding authority in the SDOs and schools under its jurisdiction, regarding appeals of individual eligibility for the grant of the PBB; and

- 2.9 Constitute internal rules and regulations as needed in aid of the fulfilment of the roles mentioned above.
3. The Schools Division Offices are also expected to create their Schools Division Office Performance Management Team (SDO PMT).
4. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director 

AD-PS-EDR





Republic of the Philippines
Department of Education

17 FEB 2021

DepEd ORDER
No. **007**, s. 2021

**MULTIYEAR GUIDELINES ON THE GRANT OF PERFORMANCE-BASED BONUS
FOR THE DEPARTMENT OF EDUCATION EMPLOYEES AND OFFICIALS**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers, and Heads of Units
Regional Directors
Schools Division/City Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education (DepEd) issues the enclosed **Multiyear Guidelines on the Grant of Performance-Based Bonus to the Department of Education Employees and Officials**, which aims to provide a systematic, credible, and evidence-based policy of linking organizational and individual performance to personnel incentives, and recognizing and rewarding exemplary accomplishment to foster teamwork and meritocracy.

2. The process, mechanism, and criteria on the grant of Performance-Based Bonus (PBB) shall guide all DepEd schools and offices in evaluating the performance of each delivery unit and personnel, and determining the level of personnel incentive corresponding to the level of achievement of their expected outputs.

3. All DepEd Orders and other related issuances, rules and regulations, and provisions, which are inconsistent with these guidelines are repealed, rescinded, or modified accordingly.

4. This policy shall take effect immediately upon its issuance. It shall be effective and in full force starting Fiscal Year (FY) 2020 and the years thereafter, unless otherwise repealed, rescinded, or modified accordingly.

5. For more information, please contact any of the following:

a. **For policy guidelines and system of rating and ranking:**

**Bureau of Human Resource and Organizational
Development-Human Resource Development Division**
4th Floor, Mabini Building
Department of Education Central Office
DepEd Complex, Meralco Avenue, Pasig City
Telephone Number: (02) 8470-6630
Email Address: bhrod.hrdd@deped.gov.ph

b. **For agency eligibility requirements:**

**Bureau of Human Resource and Organizational
Development-Organization Effectiveness Division**

4th Floor, Mabini Building
Department of Education Central Office
DepEd Complex, Meralco Avenue, Pasig City
Telephone Number: (02) 8633-5375
Email Address: bhrod.oed@deped.gov.ph

c. **For PBB rating and ranking reports:**

**Bureau of Human Resource and Organizational
Development-Personnel Division**

Ground Floor, Teodora Alonzo Building
Department of Education Central Office
DepEd Complex, Meralco Avenue, Pasig City
Telephone Numbers: (02) 8633-9345; 8636-6546
Fax Number: (02) 8633-8682
Email Addresses: bhrod.pd@deped.gov.ph; pbb.secretariat@deped.gov.ph

6. Immediate dissemination of and strict compliance with this Order is directed.


LEONOR MAGTOLIS BRIONES
Secretary

Encl.:
As stated

Reference:
DepEd Order No. 28, s. 2019

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

BENEFITS
EMPLOYEES
FUNDS
OFFICIALS
PERFORMANCE

POLICY
RATING
RULES AND REGULATIONS
TEACHERS



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- xiv. Formulate, review, and recommend the issuance of national policies, as necessary.

38. The Regional Office Performance Management Team (RO PMT)

- a. The RO PMT shall be comprised of the following:

Chairperson:	Assistant Regional Director
Members:	Regional Planning Officer Chief Finance Officer Chief Administrative Officer Chief Education Program Supervisor for Human Resource Development Division (HRDD) Chief Education Program Supervisor for Field Technical Assistance Division (FTAD) Chief Education Program Supervisor for Quality Assurance Division (QAD) One (1) DepEd NEU – Regional Chapter representative One (1) Philippine Association of School Superintendents (PASS) representative One (1) Philippine Elementary School Principals Association (PESPA) representative One (1) National Association of Public Secondary Schools of the Philippines (NAPSSPHIL) or National Association of Public Secondary School Heads, Inc. (NAPSSHI) representative One (1) Accredited Teacher’s Association representative
Secretariat:	Administrative Division

- b. Each member of the RO PMT shall have a designated alternate. The Regional Director shall issue an official designation of the members of the RO PMT and their alternates.
- c. The roles and responsibilities of the RO PMT shall include the following:
- i. Ensure regular and timely submission of necessary regional level reports and requirements for the grant of the PBB, and supervise the compliance of SDOs and schools under its jurisdiction;
 - ii. Regularly report to the National PMT the status of compliance with regional level reports and requirements on agency eligibility;
 - iii. Ensure proper cascading of the PBB guidelines and other related issuances. It shall conduct information dissemination and orientation activities at the regional office, and provide technical assistance to SDOs under its jurisdiction; specifically, on the rationale, criteria, and process for the grant of PBB;
 - iv. Gather the necessary data, information and/or documents to be used as bases for performance review and evaluation, and ensure reliability, completeness, and correctness of these data, information and/or documents;



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- v. Regularly report to the National PMT the status of performance review and evaluation and discuss pressing issues and concerns. Documentation thereof is required for onward submission to the National PMT;
- vi. Address all queries and clarifications related to the implementation of PBB under its respective jurisdiction;
- vii. Set up a feedback mechanism to ensure that the results of the performance review and evaluation are conveyed to and discussed with all personnel at the regional office, and to ensure that the results are used as a tool in strategic planning and encouraging better performance in the future;
- viii. Act as initial deciding authority at the regional office regarding appeals of individual eligibility for the grant of the PBB, and the appellate deciding authority in the SDOs and schools under its jurisdiction, regarding appeals of individual eligibility for the grant of the PBB; and
- ix. Constitute internal rules and regulations as needed in aid of the fulfillment of the roles mentioned above.

39. The Schools Division Office Performance Management Team (SDO PMT)

- a. The SDO PMT shall be comprised of the following:

Chairperson:	Assistant Schools Division Superintendent (ASDS)
Members:	Division Planning Officer Chief Accountant Administrative Officer V Chief Education Program Supervisor for School Governance and Operations Division (SGOD) Chief Education Program Supervisor for Curriculum Implementation Division (CID) One (1) DepEd NEU – SDO Chapter representative
Secretariat:	Administrative Division

- b. In case there is more than one ASDS, the chairmanship shall be designated by the Schools Division Superintendent (SDS).
- c. Each member of the SDO PMT shall have a designated alternate. The SDS shall issue an official designation of the members of the SDO PMT and their alternates.
- d. The SDS shall issue an office order/designation, which shall bear the names and positions of the official and alternate members of the SDO PMT.
- e. The roles and responsibilities of the SDO PMT shall include the following:
 - i. Ensure compliance of the SDO, and supervise compliance of schools under its jurisdiction, with the requirements for the grant of the PBB;



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