



May 6, 2024

Division Memorandum

No. 152, s.2024

**REITERATION OF THE COMPOSITION OF THE
DIVISION PERFORMANCE MANAGEMENT TEAM (PMT)**

To: Assistant Schools Division Superintendent

Chief Education Supervisors

Section/Unit Heads

School Heads/Principals

Teachers

Others Concerned

) SGOD, CID

) This Division

) Public schools

) Public schools

1. This office hereby reiterates the composition of the Division Performance Management Team (PMT) which has been constituted in DivMemo No. 46, s.2023 in compliance with DepEd Order No. 02, s.2015, to wit:

Chairperson:

ASDS Judith V. Romaguera, EdD, CESO VI

Members:

1. Reynaldo Lorenzo C. Nodado

Alternate: Richard Van Trio

2. Myrien Glie T. Mier, CPA

Alternate: Jho Anne D. Bagalando

3. Emilia Zozobrado

Alternate: Jezreel M. Lopez

4. Ma. Madelene P. Mituda, EdD

Alternate: Sanny Boy I. Asim

5. Maria Diosa Z. Peralta

Alternate: Dexter Jones Fiel

6. Locke D. Jusay

Alternate: Racquel R. Yap

-Planning Officer III

-PDO I

-Accountant II

-AO II

-Chief Administrative Officer V

-AO IV

-Chief, SGOD

-EPS

-Chief, CID

-EPS

-National Employees' Union (NEU) Chapter President

-NEU Secretary

Secretariat:

Joseph O. Fullosa

Carlos M. Fuerzas, Jr.

-SEPS-PR

-HRMO

2. The Division Performance Management Team (PMT) shall have the following functions and responsibilities:

- a. Ensure the compliance of the SDO and supervise the compliance of schools under its jurisdiction with the requirements for the grants of the PBB;
- b. Regularly report the RO PMT the status of compliance with SDO level reports and requirements on agency eligibility;
- c. Ensure proper cascading of the PBB guidelines and other related issuances which shall include the conduct information dissemination and orientation activities at the SDO, and provide technical assistance to schools under its jurisdiction, specifically, on the rationale, criteria, and process for the grant of PBB;
- d. Gather 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;
- e. Regularly report to the RO PMT the status of performance review and evaluation and discuss pressing issues and concerns. Documentation thereof is required for onward submission to the RO PMT;
- f. Address all queries and clarifications related to the implementation of PBB under its respective jurisdiction;





Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
DIVISION OF PAGADIAN CITY

- g. 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 SDO and ensure that the results are used as a tool in strategic planning and encouraging better performance in the future;
 - h. Act as initial deciding authority at the SDO regarding appeals of individual eligibility for the grant of the PBB, and the appellate authority for schools under its jurisdiction, regarding appeals of individual eligibility for the grant of the PBB; and
 - i. Constitute internal rules and regulations as needed in aid of the fulfillment of the roles mentioned above.
4. Public elementary and secondary schools are also advised to establish their School Performance Management Team (School PMT) that shall be comprised of the following:

Chairperson	School Head
Members:	-1 Head Teacher or Master with supervisory functions, if any. -President of the PTA -1 representative of the non-teaching staff, if any

5. For guidance and reference.

LOURMA I. POCULAN, CESO VI
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

References: DivMemo No. 46, s.2023
DepEd Order No. 02, s.2015

