



Republic of the Philippines
Department of Education
 SOCCSKSARGEN REGION

December 1, 2022

REGION MEMORANDUM
 AD No. 49, s. 2022

**RECONSTITUTION OF DEPED SOCCSKSARGEN REGIONAL PERFORMANCE
 MANAGEMENT TEAM (RPMT)**

To: Asst. Regional Director
 Schools Division Superintendent General Santos City
 Functional Division Chiefs and Concerned Employees

1. Pursuant to DepEd Order 2, s. 2015, titled “Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) of the Department of Education,” and institutionalization of DepEd Memorandum 14, s. 2022, titled “The DepEd Quality Management System Manual and Procedures and Work Instructions Manual,” this Office hereby reconstitutes the **Regional Performance Management Team (RPMT)** to ascertain alignment of individual employee and functional divisions’ performance with the Department’s organizational vision, mission, strategic goals and outcomes,

2. Effective immediately, the RPMT shall be composed of the following:

Name	Position	Responsibility
Rebonfamil R. Baguio	Director III	Chair
Kathrine H. Lotilla	Chief Administrative Officer- AD	Co-Chair
Glenn A. Bisnar	Chief Education Supervisor, PPRD	Member
Ma. Lourdes A. Sanchez	Chief Administrative Officer, FD	Member
Luz Lalli L. Ferrer	Chief Education Supervisor, QAD	Member
Gilbert B. Barrera	Chief Education Supervisor, CLMD	Member
Melinda A. Rivera	Chief Education Supervisor, FTAD	Member
Peter Van Ang-ug	OIC-Chief Education Supervisor, HRDD	Member
Napoleon J. Gio	Chief Education Supervisor, ESSD	Member
Shirley G. Saur	EPS, PPRD	EPS Representative
Rommel G. Flores	SDS, General Santos City	PASS Representative



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Norman S. Valeroso	EPS, QAD	NEU Regional Representative
Luz Ronquillo	DECS-MPC - CSO Representative	Observer
Joseph Russel M. Farnazo	Supervising Administrative Officer -AD	Head, Secretariat
Emerin B. Astillero	Administrative Officer V	Member, Secretariat
Maricel B. Rodriguez	Administrative Officer IV	Member, Secretariat
Samsudin M. Paraid	Administrative Assistant I -AD	Member, Secretariat
Kelvin Jay Losanes	Administrative Aide VI-AD	Member, Secretariat

3. The RPMT shall have the following functions and responsibilities:

3.1 The secretariat at each level sets meetings of all Chiefs of Functional Divisions to discuss targets set in the Office Performance Commitment and Rating Form;

3.2 The Planning Office shall ensure that performance targets and measures, as well as the budget are aligned with the agency and that work distribution of offices/units is rationalized.

3.3 The RPMT recommends approval of the office performance commitment and rating of the Head of Agency;

3.4 RPMT identifies potential top performers and provide inputs to the PRAISE Committee for grant of awards and incentives; and

3.5 In addition to the tasks, the RPMT shall formulate localized guidelines affiliated with the equal opportunity policy, review the existing policies related to performance management system, processes and procedures including the crafting of the periodic tracking performance tools for adoption to gauge the performance of the employees against the office targets

4. For purposes of efficiency and ascertaining that the committee achieves its tasks, it can function even in the absence of the chairperson and/or co-chair. In this case, the remaining members of the committee can elect among themselves the temporary chair. Hence in the absence too of the chairperson, the co-chair can convene the committee and act on matters appropriate.



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5. Enclosed are the Performance Management System process flows for reference.
6. Immediate dissemination of and compliance with this Memorandum is directed.


CARLITO D. ROCAFORT
Director IV

Enclosure: As stated

Reference: DepEd Memorandum 33, s. 2014, DO 02, s. 2015

To be indicated in the perpetual index under the following subjects:

PERFORMANCE

BENEFITS

EMPLOYEES

KHL/AD-P/RM-RECONSTITUTION OF THE DEPED SOCCSKSARGEN REGIONAL PERFORMANCE MANAGEMENT TEAM (RPMT) OF THE RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS) 035/December 1, 2022



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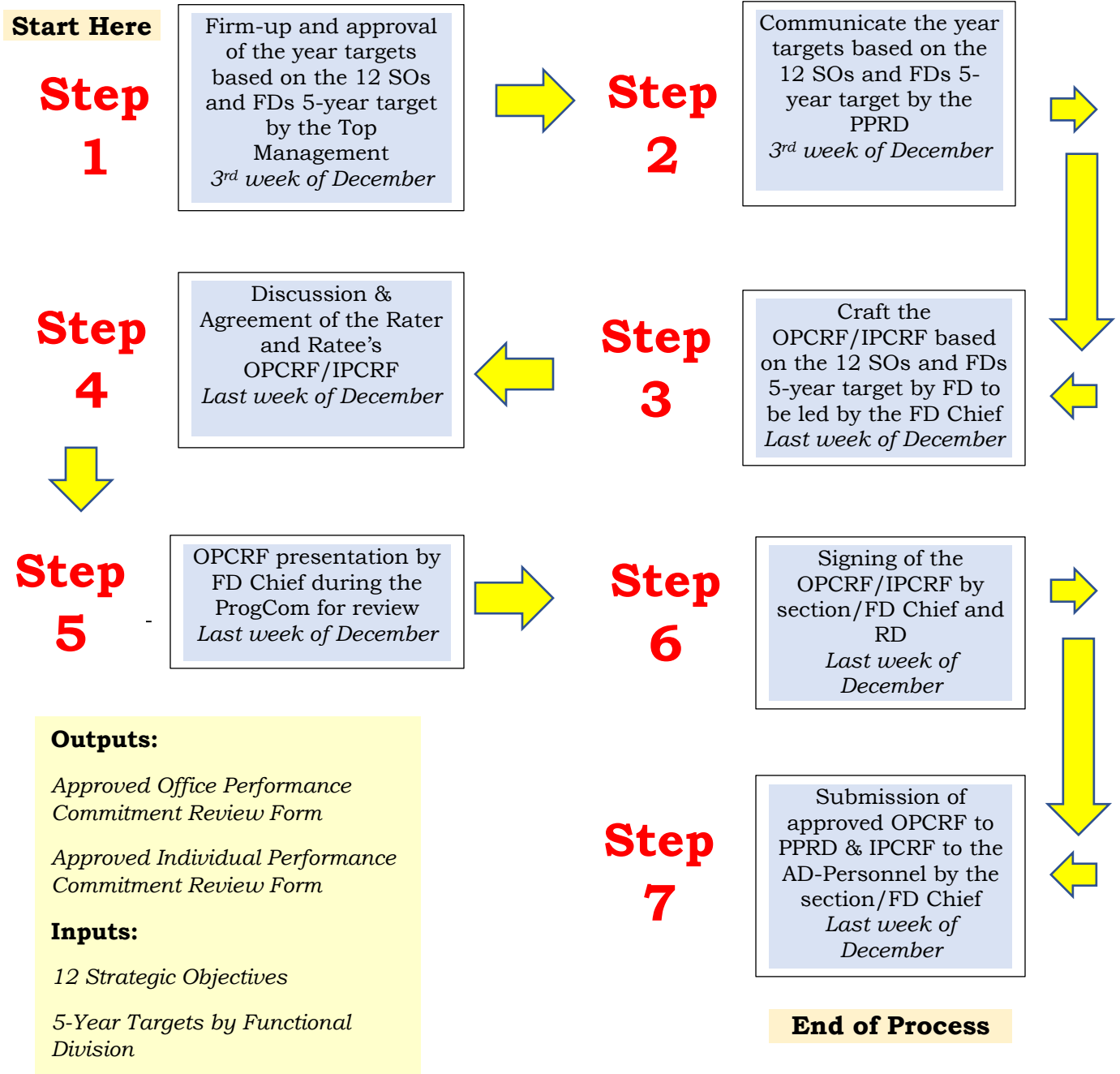




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Performance Management System Standard Operating Procedure (SOP)

Process Flow for Planning and Commitment

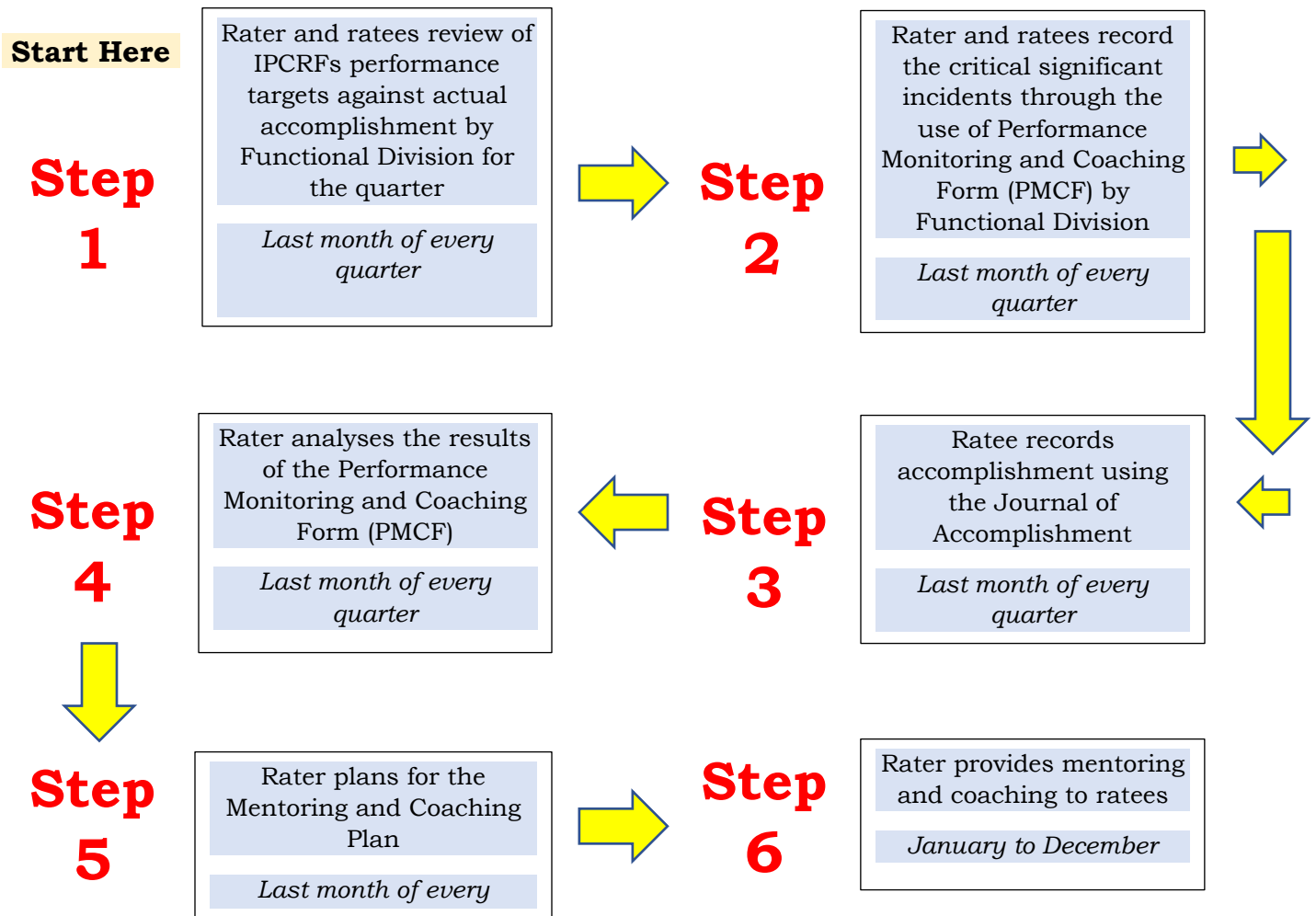




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Process Flow for Performance Monitoring and Coaching

(Quarterly Performance Monitoring and Coaching)



Outputs:

Individual Journal of Accomplishments

Performance Monitoring and Coaching Form (PMCF)

End of Process



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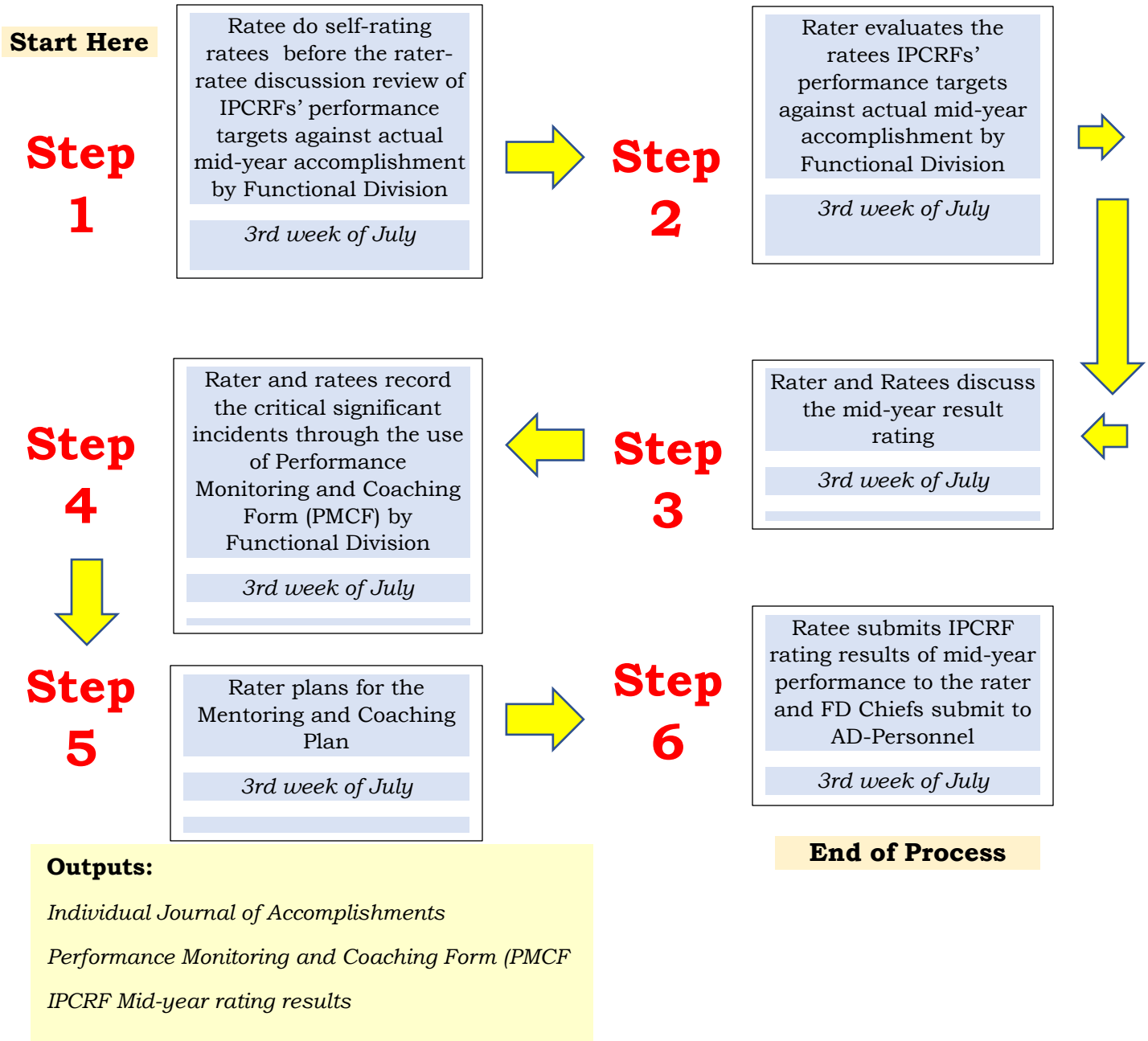




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Process Flow for Mid-Year Performance Review at the FD level

(Last week of July)

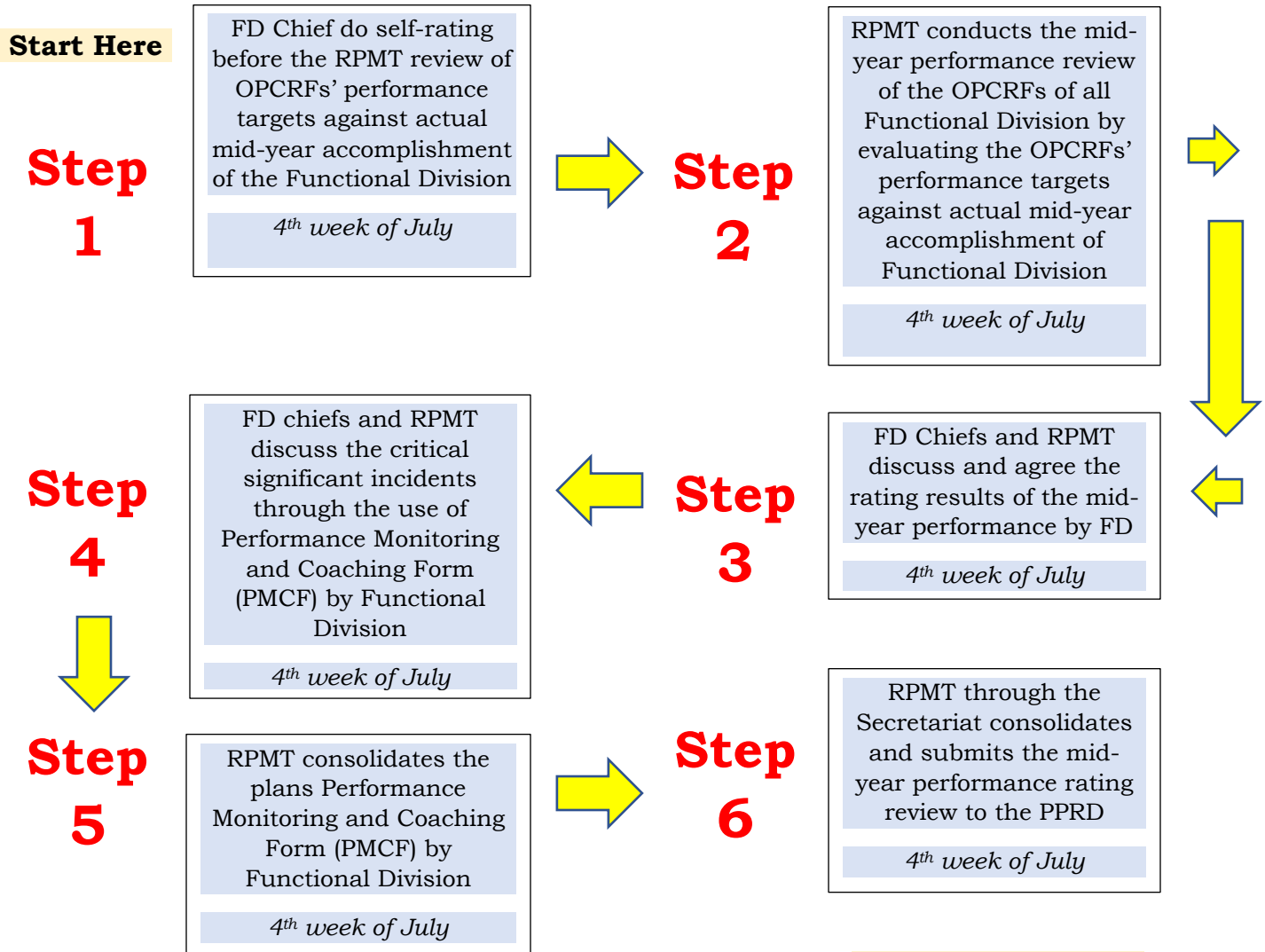




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Process Flow for Mid-Year Performance Review – RPMT

(Last week of July)



Outputs:

- Individual Journal of Accomplishments*
- Performance Monitoring and Coaching Form (PMCF)*
- OPCRF Mid-year rating results*

End of Process



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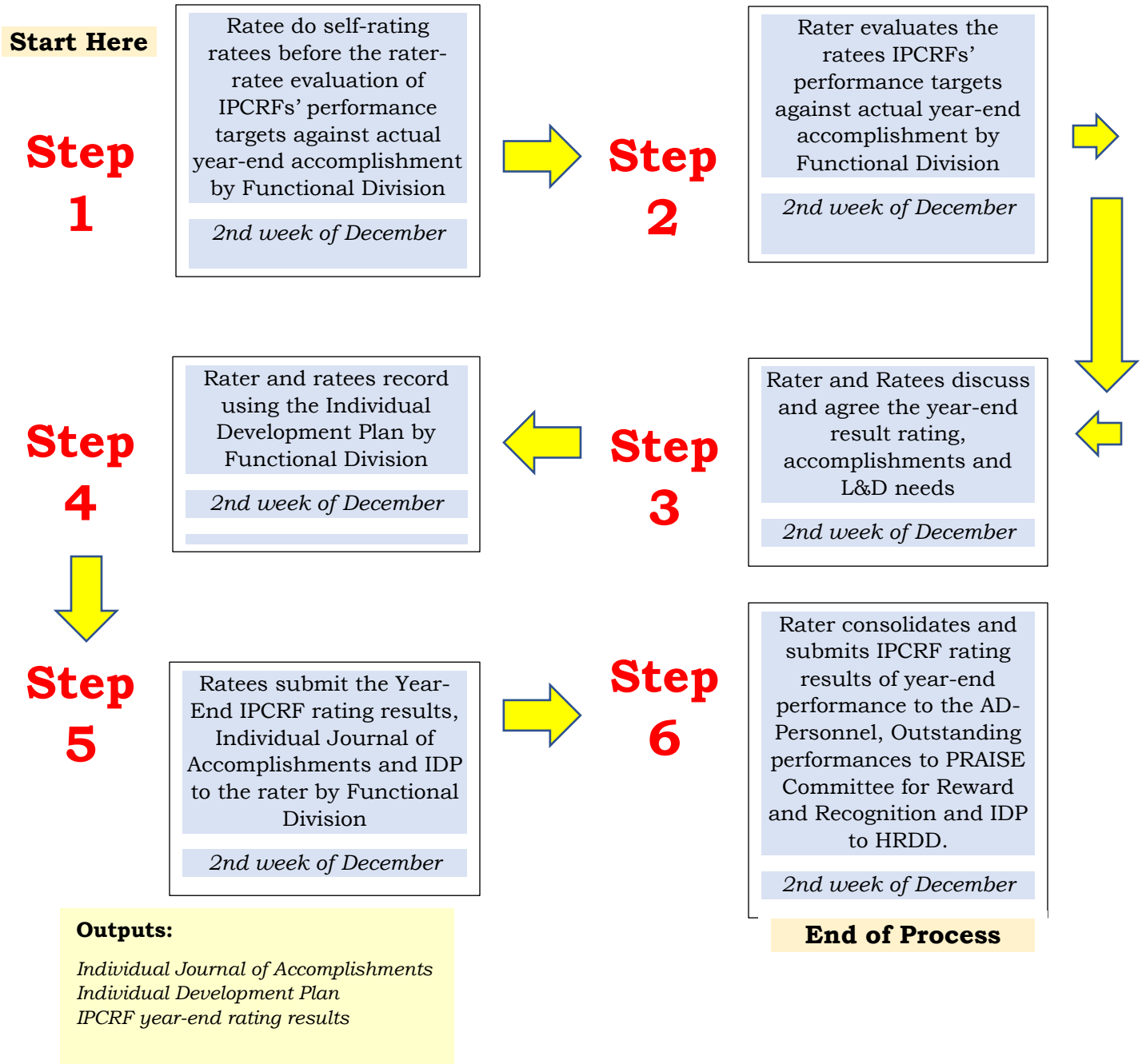




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Process Flow for Year-End Performance Evaluation at the FD level

(2nd week of December)

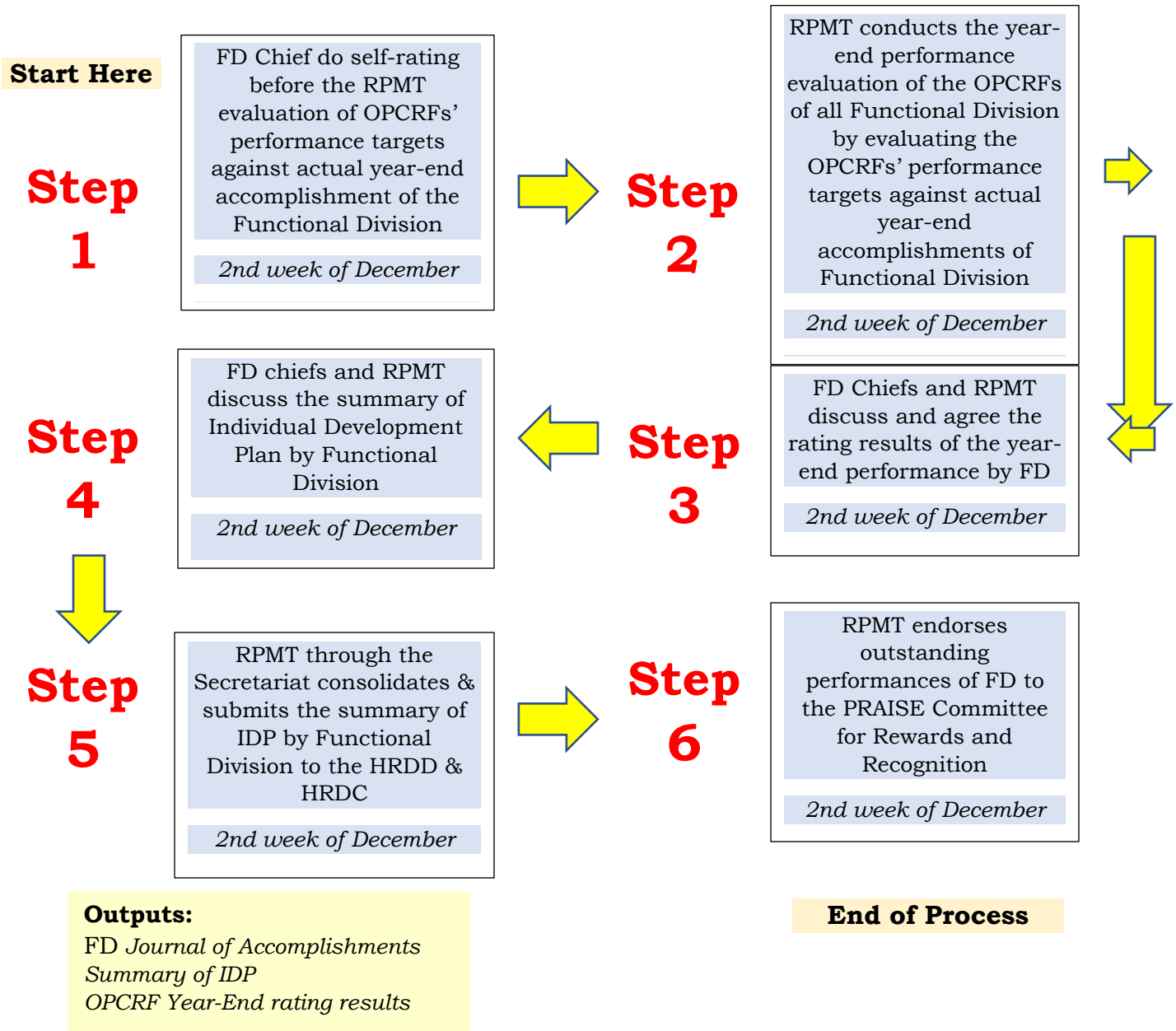




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Process Flow for Year-end Performance Evaluation – RPMT

(2nd week of December)





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