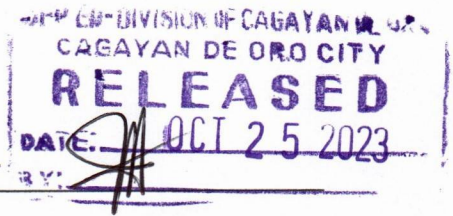




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

October 23, 2023

DIVISION MEMORANDUM
No. 560 s. 2023

RECONSTITUTION OF THE DIVISION PERFORMANCE MANAGEMENT TEAM

TO: Assistant Schools Division Superintendent
OIC Chief Education Supervisor – CTD
Chief Education Supervisor - SGOD
Education Program Supervisors
Public Schools District Supervisors
Concerned Division and School Personnel

1. In compliance with DepEd Order No. 2, s. 2015 titled “Guidelines on the Establishment and Implementation of RPMS in the Department of Education”, this Office announces the composition of the Division Performance Management Team (PMT), to wit:

Chairman: **AUDIE S. BORRES**
Asst. Schools Division Superintendent

Members: **ROSALIO R. VITORILLO** - Chief, SGOD
JEAN S. MACASERO – OIC Chief, CTD
RODEL MEGOLLAS – Planning Officer III
ARNEL C. CALUBAG – Accountant III
RISA BEA SOCORRO M. BORRES – Admin Officer V
CELSO L. PAGULON – Div. PESPA President
ELIZER O. TERUEL – DAPSSHI Vice-President
ROGER L. POTANE – Div. Teacher Org. President
NICHOL V. SALIDO – DepEd CDO NEU Chapter Representative

Observer: **KEITH ALDOUS M. PAASA** – Div. Federated PTA President

Secretariat: **MARILOU F. NAVAJA** – Administrative Officer IV
EFREN B. FACUN – Administrative Officer II



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2. As stated in DepEd Order No. 2, s. 2015, the Performance Management Team shall have the following functions:
 - a. The Planning Office shall ensure that Office performance targets and measures, as well as budget are aligned with those of the agency and the work distribution of offices/ units are rationalized;
 - b. PMT recommends approval of the office performance commitment and rating to the Head of Agency;
 - c. The PMT secretariat sets consultation meeting of all Heads of Offices for the purpose of discussing the targets set in the office performance commitment and rating form;
 - d. Personnel Division identifies potential top performers and provide inputs to the PRAISE Committee for grant of awards and incentives;
 - e. PMT 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; and
 - f. Acts as appeals body and arbiter.
3. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment are accorded to all concerned regardless of age, gender, sexual orientation, disability, religion and ethnicity.
4. Immediate and widest dissemination of this memorandum is enjoined.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl: as indicated

Reference: None

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

DIVISION PERFORMANCE MANAGEMENT TEAM (DFTAT)

ECHR/DM-PMT
October 23, 2023



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