



Republic of the Philippines
Department of Education

Region XII
City Schools Division of Tacurong

January 22, 2024

DIVISION MEMORANDUM

OSDS No. 012 s. 2024

**RECONSTITUTION OF DIVISION PERFORMANCE MANAGEMENT TEAM
(PMT)**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Cluster Heads
Elementary and Secondary School Heads
All Personnel

1. The DepEd Schools Division Office of Tacurong City reconstitutes the Division Performance Management Teams (DPMT) to further strengthen its commitment to the Results-based Performance Management System (RPMS) in the Department of Education in compliance to DepEd Order No. 2, s. 2015 re Guidelines on the Establishment and Implementation of the RPMS.

2. The DPMT is hereby composed of the following:

Chair:	Gilbert B. Barrera, CESE	OIC, Asst. Schools Division Superintendent
Members:	Arlene Rosa G. Arquiza	Chief, CID
	Mayflor D. Romualdo	Chief, SGOD
	Randy E. Porras	Education Program Supervisor
	Alejandro S. Reginaldo, Jr.	Planning Officer III
	Sheryll A. Moradas	AO V (Budget Officer)
	Jonel G. Solomon	Accountant III
	Zenaida B. Porras	AO V (Administrative Services)
	Liza P. De Luna	AO IV (Cash)
	Jennifer Claire A. Tayag	AO IV (Records)
	Vivien O. Lima	AO IV (Supply)
Observer:	Memvie L. Alesna	PESPA President
	Freddie T. Delantar	NAPSSHI President
	Ernie P. Pama	DepEd-NEU Representative
Secretariat:	James G. Batoampo	PTA Division Federation President
	Menard Dence S. Villa	Administrative Assistant III
	Sharon S. Zambra	Administrative Assistant I



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3. The Division Grievance Committee is also reconstituted and shall be composed of the following:

Chair:	Gildo G. Mosqueda, CEO VI	Schools Division Superintendent
Members:	Julius D. Celetaria	Education Program Supervisor - Representing Legal Unit
	Glenda Orcinado	Administrative Officer IV (HRMO)

4. All members of the DPMT are advised to review and understand their roles and responsibilities stated in DO 2, s. 2015, as follows:

- i. The Secretariat at each level sets consultation meeting of all Heads of Offices for the purpose of discussing the targets set in the office performance commitment and rating form;
- ii. The Planning Office shall ensure that Office performance targets and measures, as well as the budget are aligned with those of the agency and that work distribution of Offices/ Units is rationalized;
- iii. PMT recommends approval of the office performance commitment and rating to the Head of Agency;
- iv. BHROD /Personnel Division identifies potential top performers and provide inputs to the PRAISE Committee for grant of awards and incentives; and
- v. 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.

5. Immediate and wide dissemination of this Memorandum is advised.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent

Enclosure: None
Reference: DO 02, s. 2015
Attachment:

To be included in the Perpetual Index under the following Subjects:
PERFORMANCE MANAGEMENT RECONSTITUTION

ZBP/OSDS-Admin/OM - RECONSTITUTION OF DIVISION PERFORMANCE MANAGEMENT TEAM
(PMT)/January 22, 2024



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