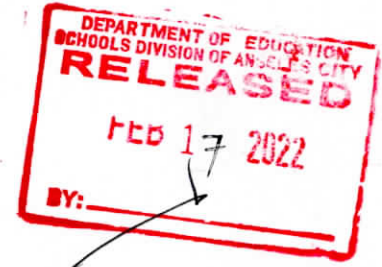




Republic of the Philippines
Department of Education
Region III
Schools Division of Angeles City



February 17, 2022

DIVISION MEMORANDUM

No. 062 s. 2022

ADDENDUM TO DIVISION MEMORANDUM NO. 31 s.2021 (Composition of the Division Performance Management Team)

To: Assistant Schools Division Superintendent
OIC Chief, Curriculum Implementation Division
Chief School Governance and Operation Division
School Heads of Public Elementary and Secondary Schools

1. Relative to the Regional Memorandum No. 344, s. 2020 (Creation of Division Results – based Performance Management Team) and Division Memorandum No. 031, S. 2021 (Composition of the Division Performance Management Team), the PMT shall have the following functions and responsibilities:
 - a. 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;
 - b. 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;
 - c. Personnel Unit identifies potential top performers and provides inputs to the PRAISE committee for the grant of award and incentives; and
 - d. 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.

2. Immediate and wide dissemination of this memorandum is desired.


MA. IRELYN P. TAMAYO PhD, CESO VI
Schools Division Superintendent 



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