



APR 14 2014

**DIVISION MEMORANDUM**  
No. 182, s. 2014

**CREATION OF THE PERFORMANCE MANAGEMENT TEAM (PMT) AND TECHNICAL WORKING GROUP (TWG) TO INSTITUTIONALIZE THE RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS) IN DEPED**

To: Assistant Superintendent/OIC  
Education Supervisors/Coordinators  
District Supervisors/OICs/Caretakers  
Elementary and Secondary School Heads

1. Attach herewith is DepEd Memorandum No. 33, s. 2014, entitled, "Creation of the Performance Management Team (PMT) and Technical Working Group (TWG) to Institutionalize the Results-Based Performance Management System (RPMS) in DepEd", for information and guidance of all concerned.
2. Attention is invited to Paragraph 2, composition of the PMT, and Paragraph 3, responsibilities of PMT.
2. Immediate dissemination of this Memorandum is desired.

  
**ARDEN D. MONISIT, Ed.D.**  
Schools Division Superintendent

ADM/rng14

Telephone Numbers:

Schools Division Superintendent:	(032) 255-6405	Website:
Asst. Schools Division Superintendent:	(032) 520-3216 loc 104 (Dr. Leah Noveras) 102 (Mr. Roseller Gelig)	E-mail Add:
Accounting Section:	(032) 254-2632 (Mrs. Gervacia Sanchez)	
Disbursing Section:	(032) 255-4401 (Ms. Ma. Teresa Peralta)	
Admin/Legal:	(032) 253-7847 (Mr. Jeremy Denampo)	



Republic of the Philippines  
**Department of Education**

20 MAR 2014

DepEd MEMORANDUM  
No. **33**, s. 2014

**CREATION OF THE PERFORMANCE MANAGEMENT TEAM (PMT) AND TECHNICAL WORKING GROUP (TWG) TO INSTITUTIONALIZE THE RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS) IN DEPED**

To: Undersecretaries  
Assistant Secretaries  
Bureau Directors  
Regional Directors  
Directors of Services, Centers and Heads of Units  
Schools Division Superintendents  
Heads, Public Elementary and Secondary Schools  
All Others Concerned

1. Pursuant to Civil Service Commission (CSC) Memorandum Circular No. 6, s. 2012 entitled *Guidelines in the Establishment and Implementation of Agency Strategic Performance Management System (SPMS)*, the Department of Education (DepEd) hereby creates the Performance Management Team (PMT) to institutionalize the Results-Based Performance Management System (RPMS). The RPMS seeks to link individual performance with the Department's organizational vision, mission, and strategic goals.

2. The PMT shall be composed of the following:

- Chairperson: **Jesus L.R. Mateo**  
Assistant Secretary for Planning and Development
- Members:
- **Ma. Lourdes D. Pantoja**  
Consultant, Human Resource and Organizational Development (HROD)
  - **Roger B. Masapol**  
Chief, Planning and Programming Division (PPD)  
Office of Planning Service (OPS)
  - **Selwyn C. Briones**  
Chief, Budget Division  
Financial Management Service (FMS)
  - **Domingo E. Alidon**  
President, DepEd National Employees Union (NEU)
  - **Fidel S. Salosagcol**  
President, DepEd National Employees Union-Central Office Chapter (NEU-COC)

3. The PMT shall be responsible for:

- a. facilitating the performance target setting of all DepEd offices and schools;
- b. ensuring that the performance targets, indicators, and budget of all DepEd offices and schools are aligned with the Agency's Major Final Outputs (MFOs) and Performance Targets (PTs) as specified in the Organizational Performance Indicator Framework (OPIF);
- c. recommending to the Head of the Agency the approval of the performance commitment and rating of all DepEd offices and schools;

- d. acting as appeals body and final arbiter for performance management issues of the Agency;
- e. identifying the potential top performers and providing inputs to the PRAISE Committee for grant of awards and incentives;
- f. conducting a series of meetings and deliberations, and delegation of authority to representatives in case of absence of its members;
- g. formulating and adopting of the RPMS guidelines, which shall cascade the rules, procedures, strategies, and timeline of the implementation of the RPMS in DepEd; and
- h. acting as link between DepEd and the Inter-Agency Task Force (IATF) on RPMS specified under Administrative Order No. 25, s. 2011.

4. The PMT-Technical Working Group (PMT-TWG) is further created to act as Secretariat to the PMT and to provide technical assistance in the implementation of RPMS in coordination with the Human Resource Innovations and Solutions (HURIS), the service provider for the RPMS intervention. The PMT-TWG shall be composed of the following:

- |         |   |  |
|---------|---|--|
| Head    | : | Ma. Lourdes D. Pantoja   |
| Members | : | <ul style="list-style-type: none"> <li>• Albert Jerome C. Andres</li> <li>• Angela Lysa L. Balacano</li> <li>• Domingo M. Nievarez, Jr.</li> <li>• Cecille A. Anyayahan</li> <li>• Charles Cedrick C. Maghirang</li> <li>• Cynthia M. Sabando</li> <li>• Dave R. Velasco</li> <li>• Earl Ryan A. Losito</li> <li>• Jenelyn M. Wagan</li> <li>• Joel O. Mendoza</li> <li>• Kathleen Rose G. Kho</li> <li>• Ligaya G. Ilagan</li> <li>• Ma. Angeline L. Santos</li> <li>• Ma. Theresa Anne M. Menardo</li> <li>• Marcos S. Rodil</li> <li>• Mariel C. Bayangos</li> <li>• Noelle Ria Marie C. Roa</li> <li>• Reynier B. Cruz</li> <li>• Ruby Chanda J. Jetomo</li> <li>• Tesa Galla M. Ricafort</li> </ul> |

5. The PMT-TWG shall have the following functions:

- a. Firm-up the Work Development Objectives (WDOs), timeline, requirements, roles and outputs of intervention;
- b. Help in the revisions of the Position Competency Profiles (PCPs) based on the new structure;
- c. Provide inputs in the enhancement of support materials such as the Manager's Manual, Employee's Manual, and Facilitator's Manual;
- d. Assist in the conduct of orientations, trainings, and workshops during the RPMS roll out in all levels nationwide;
- e. Help in the documentation of all RPMS activities;
- f. Coordinate and catalyze implementation of the RPMS in their focus regions;
- g. Provide high-level support in establishing RPMS Helpdesk in their focus regions;
- h. Ensure timely accomplishment of each phase of the RPMS through the issuance of bulletin alerts;
- i. Implement the Change Management and Communication Plans;

- j. Analyze issues and challenges, and develop recommendations to address such issues;
  - k. Regularly monitor and evaluate the effectiveness of the system, and identify process improvements;
  - l. Monitor the implementation of the Re-Entry Action Plan (REAP) of the pool of trainers from across the central, regional and schools division offices; and
  - m. Produce consolidated REAP Reports.
6. The Chair shall convene meetings and deliberations of the PMT and shall provide regular feedback to the Head of the Agency.
7. All expenses incurred by the PMT and PMT-TWG shall be charged to Human Resource and Training Development (HRTD) Funds.
8. Immediate dissemination of this Memorandum is desired.



**BR. ARMIN A. LUISTRO FSC**  
Secretary

Reference:

DepEd Order: No. 12, s. 2013

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

BENEFITS  
BUREAUS & OFFICES  
COMMITTEE  
EMPLOYEES  
OFFICIALS  
PERFORMANCE  
SCHOOLS  
TEACHERS

Sally: creation of performance mgt. team & TWG in DepEd  
0205-March 12, 2014