



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III



DIVISION OF CITY SCHOOLS
CITY OF SAN JOSE DEL MONTE

website: www.depedcsjdm.webs.com / e-mail: deped_csjdm@yahoo.com / telefax: (044) 815-2815

5 September, 2016

DIVISION MEMORANDUM

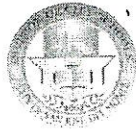
No. 149, s. 2016

To: Assistant Schools Division Superintendent
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Unit Heads
Senior Education Program Specialists
Project Development Officers
Division Engineer
Information Technology Officers

**2016 DIVISION CONFERENCE-WORKSHOP ON
RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS)
& BUDGET REVIEW**

1. This Office announces the conduct of the 2016 Division Conference-Workshop on the Revised Performance Management System (RPMS) & Budget Review on September 21-23, 2016. (*venue: to be announced later*)
2. The activity aims to:
 - a. Build skills of the selected Performance Management Team (PMT) in crafting good performance objectives and indicators;
 - b. Enhance capability of the raters in evaluating performance;
 - c. Guide the PMT in analyzing competencies and in creating individual development plans of employees;
 - d. Consolidate 2015 performance results;
 - e. Assess 1st and 2nd quarter performance of the Division; and
 - f. Update the PPMP and APP
3. Participants to this activity are as indicated in Enclosure No. 1.
4. Enclosure No. 2 shows the matrix for the activity.
5. Participants are directed to bring their approved 2015 Individual Performance Commitment and Review Forms (IPCRF) as well as those of their immediate subordinates' suggested improvements of the same, laptops, and broadbands.
6. Expenses for the activity are to be charged against Division MOOE subject to the usual accounting and auditing rules and regulations.
7. For immediate dissemination and compliance.


GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent



Enclosure No. 1. Division Memorandum No. 149 s. 2016

**2016 DIVISION CONFERENCE-WORKSHOP ON
RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS)
& BUDGET REVIEW**

Venue: *to be announced later*
September 21-23, 2016

LIST OF PARTICIPANTS

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

GERMELINA H. PASCUAL, CESO V Schools Division Superintendent	MARIA CARMEN P. CUENCO, Ed.D. Assistant Schools Division Superintendent
MA. JIMA T. CADIZ Administrative Officer V	ORLANDO D. GONZALES Administrative Officer V
MA. THERESA M. ROXAS Administrative Officer IV – HRMO	DENNIS P. GARCIA Administrative Officer IV – Supply Officer
MA. SOCORRO M. DE GUZMAN Administrative Officer IV- Records Officer	JANETTE D. STA. MARIA Administrative Assistant III
	KRISTINE JOY D. QUEZADA Accountant III
	ARTHUR F. FRANCISCO Information Technology Officer I
	JEANNY G. ROLDAN Administrative Officer IV - Cashier

CURRICULUM IMPLEMENTATION DIVISION

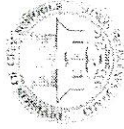
ROLANDO T. SOTELO, DEM Chief	CYNTHIA V. BERDOS Education Program Supervisor – Science	MA. CORAZON P. LOJA Education Program Supervisor - Mathematics
JENNIFER E. QUINYO, Ph.D. Education Program Supervisor - EsP	ESPERANZA D. CRUZ Education Program Supervisor – English	CORAZON G. IGNACIO Education Program Supervisor - Filipino
EMMANUEL V. DE MESA Education Program Supervisor - AP	SENEN B. JANE Education Program Supervisor – ALS	RUBY M. CAGADAS Education Program Supervisor - TLE
MARLON P. DACLIS Education Program Supervisor - LRMDS	LENY B. DELOS REYES Education Program Supervisor – MAPEH	DOLORES M. LAVILLA Public Schools District Supervisor
TERESITA S. PADILLA Public Schools District Supervisor	EPIFANIA F. DE LEON Public Schools District Supervisor	LYDIA T. VELUNTA Public Schools District Supervisor
Public Schools District Supervisor	Public Schools District Supervisor	Public Schools District Supervisor
Public Schools District Supervisor	Public Schools District Supervisor	Public Schools District Supervisor

SCHOOL GOVERNANCE & OPERATIONS DIVISION

	Chief	
BERNADETTE B. ROSAROSO Education Program Supervisor – SGOD	MANUEL P. DELA CRUZ Senior Education Program Specialist - HRD	ROBESA R. HILARIO Senior Education Program Specialist – SMME
RENATO L. IGNACIO Senior Education Program Specialist - Planning	ISAAC JAY B. SALINAS Engineer III*	MARY ANN M. NEIRA Senior Education Program Specialist - SMN
MA. FELISA C. CAMINO Planning Officer III	MARGIE M. DURO Project Development Officer I	MANUEL T. CALIBOSO Project Development Officer II - DRRM

SUPPORT STAFF

RODELIO DC. JIMENEZ Administrative Aide	MA. IMPERIAL DELA TORRE Administrative Aide	Administrative Aide
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Enclosure No. 2. Division Memorandum No. 470 s. 2016

**2016 DIVISION CONFERENCE-WORKSHOP ON RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS) & BUDGET REVIEW
MATRIX OF ACTIVITIES**

TIME	DAY 1 (In-Charge – SGOD) September 21, 2016	DAY 2 (In-Charge – CID) September 22, 2016	DAY 3 (In-Charge – OSDS) September 23, 2016
7:00 – 7:30	Registration/Breakfast	Breakfast	Breakfast
7:30 – 8:00		MOL	MOL
8:00 – 8:30	Opening Program / Workshop Orientation	Performance Monitoring and Coaching MA. JIMA T. CADIZ AO V	Financial Accountability KRISTINE JOY D. QUEZADA Accountant
8:30 – 9:00		Performance Review and Evaluation ROLANDO T. SOTELO, DEM CID Chief	
9:00 – 10:00	Review of RPMS MANIJEL P. DELA CRUZ SEPS - HRD		
10:00 – 10:15	Morning Snack	Morning Snack	Morning Snack
10:15 – 11:00	Performance Planning & Commitment GERMELINA H. PASCUAL, CESO V SDS	Performance Rewarding and Development Planning GERMELINA H. PASCUAL, CESO V SDS	PPMP Updating DENNIS P. GARCIA Supply Officer
11:00 – 12:00	Lunch	Lunch	Lunch
12:00 – 1:00			
1:00 – 2:00	Identifying KRAs, Objectives, & PIs MARIA CARMEN P. CUENCO, Ed.D. ASDS	Presentation of RPMS Output	Clearing House
2:00 – 3:00			
3:00 – 3:15	Afternoon Snack	Afternoon Snack	Afternoon Snack
3:15 – 4:00	Presentation and critiquing of objective statements and indicators	2016 BUDGET REVIEW ORLANDO D. GONZALES Budget Officer	HOME SWEET HOME
4:00 – 5:00			
5:00 – 6:00	Dinner	Dinner	
6:00 – 7:00			