



January 27, 2015

DIVISION MEMORANDUM

No: 022Series of 2015

ROLL-OUT REVIEW AND FINALIZATION OF RESULT BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS)

TO: Education Program Supervisors
 Division Section Heads
 Other concern

1. In line with the mandate of the Civil Service Commission (CSC) to fully implement the Result Based Performance Management System (RPMS) to the Department of Education, there will be a review of target and giving of rating of the July-December performance for all Education Program Supervisors and Division Section Heads at Cogon Elementary School on February 4, 2015.

2. Please be guided with the herein matrix of activities;

Activities	Time-Frame	Persons Involved
Registration <ul style="list-style-type: none"> • Opening Prayer • National Anthem • Opening Remarks /objectives 	8:00 – 8:30 AM	Mrs. Jocelyn Cutin Dr. Beatriz Luga Mr. Ruel Namocatcat
Overview of RPMS	8:30 - 9:30 AM	Mrs. Liza Maquiling
Snacks Break	9:30 – 9:45 AM	
Review of Targets	9:45 - 12:00 AM	Dr. Elisea G. De la Torre
Lunch Break	12:00 - 1:00 PM	
Review of Targets	1:00 - 2:00 PM	Dr. Elisea G. De la Torre
Ratings of Target	2:00 - 5:00 PM	Mr. Marcelo K. Palispis

3. Kindly bring your RPMS Target or IPCRF.

4. Please be guided with the following schedule of submission:

February 5- Review of Performance Rating by PRC

February 6- Finalization of reviewed performance rating forms by concerned employee

February 9- Approval of performance rating by SDS

4. For information and compliance.

EVANGEL M. LUMINARIAS, Ph. D, CESO V

Handwritten signature of Evangel M. Luminarias

Schools Division Superintendent