



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

**Office of the Schools Division  
Superintendent**

January 10, 2024

DIVISION MEMORANDUM  
No. 019, s. 2024

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

To: Assistant Schools Division Superintendent  
Chiefs of the Functional Divisions  
Section and Unit Heads  
Public Elementary and Secondary School Heads  
All Others Concerned

1. **DO No. 2, s. 2015** titled **Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education (DepEd)** provides comprehensive guidelines for the adoption of the **Civil Service Commission's (CSC) Strategic Performance Management System (SPMS)** in DepEd.

2. These guidelines stipulate the specific mechanisms, criteria and processes for the performance target setting, monitoring, evaluation and development planning for schools and offices, covering all officials and employees, school-based and non school-based in the department holding regular plantilla positions.

3. Anent this and in pursuance to the abovementioned guidelines, the following personnel are hereby designated to reconstitute the **Division Performance Management Team (PMT)** effective on January 15, 2024:

Name of Employee	Plantilla Position / Designation	PMT Position
Mr. Ernesto Q. Alas-as Jr., CESE	OIC-ASDS	Chairperson
Ms. Maurine P. Castaño	Chief, SGOD	Member
Dr. John Ariel A. Lagura	Chief, CID	Member
Dr. Aquilino T. Milar Jr.	Administrative Officer V	Member
Mrs. Michelle T. Sagaral	Accountant III	Member
Dr. Juanita C. Lafuente	Principal II	PESPA President
Mr. Jenelou John F. Israel	Principal I	NASSHPI President
Mr. Jonas C. Lupot	Teacher III	TIC President
Mr. Erwin Galan	DFPTA President - Public	Observer
Dr. Filomena C. Tanggaan	SEPS-HRDD	Lead Secretariat
Dr. Esther D. Cagas	SEPS-M&E	Member, Secretariat
Dr. Rosene D. Olaivar	EPS-HRDD	Member, Secretariat
Mr. Ruben C. Lorejo	Administrative Officer II	Member, Secretariat
Mrs. Elaine C. Centino	Administrative Aide VI	Member, Secretariat

4. The PMT shall have the following functions and responsibilities:
  - a. Sets the consultation meeting of all the heads of offices for the purpose of discussing the targets set in the office performance commitment and rating form;
  - b. Ensure that the office performance targets and measures, as well as the budget are aligned with those of the agency and the work distribution of offices / units is rationalized;
  - c. Identify potential top performers and provide inputs to the Performance Recognition Awards and Incentives System for Employees (PRAISE) Committee for grants of awards and incentives; and
  - d. recommend approval of the office performance commitment and rating to the head of agency and adopt 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. This Memorandum shall serve as **Designation Orders** for the abovementioned personnel.
6. For your guidance and strict compliance.
7. Immediate and wide dissemination of this Memorandum is directed.

  
**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent

WDB/EQA/pmt



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