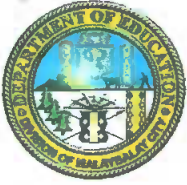


R-1230



DEPARTMENT OF EDUCATION
Region X-Northern Mindanao
DIVISION OF MALAYBALAY CITY

Corner Don Carlos-Guingona St., Cty of Malaybalay

Contact Numbers: 813-2894, 221-4597

Email Address: depedmalaybalay@gmail.com; Official website: www.depedmalaybalay.net



September 23, 2013

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DepEd-MALAYBALAY CITY DIVISION
RELEASED

DIVISION MEMORANDUM

No. 253 s. 2013

Date: 9/24/13 Time: 10:37
By: [Signature]

RE-ORGANIZATION OF THE COMPOSITION OF DIVISION PERFORMANCE REVIEW AND EVALUATION COMMITTEE (DPREC) FOR THE IMPLEMENTATION OF PERFORMANCE-BASED INCENTIVE SYSTEM (PBIS) THROUGH PERFORMANCE-BASED BONUS (PBB) AND DIVISION GRIEVANCE COMMITTEE TO THE GRANTING OF PBB

TO : Promotional Staff
Public Schools District Supervisors
School Administrators (Elementary and Secondary)
Section Heads
All Others Concerned

1. The Performance-Based Incentive System (PBIS) consisting of the Productivity Enhancement Incentive (PEI) and the Performance-Based Bonus (PBB) shall be adopted in the national government beginning Fiscal Year (FY) 2012 based on the hereunder issuances.
 - Executive order No. 80, s. 2012 entitled *Directing the Adoption of a Performance-Based Incentive System (PBIS) for Government Employees* signed by President Benigno S. Aquino III on July 20, 2012
 - Memorandum Circular No. 2012-01 issued by the Inter-Agency Task Force (AO No. 25, s. 2011),

2. In view hereof, the Department of Education (DepEd) issued important directives, such as:
 - DepEd Memorandum No. 9, s. 2013 was issued on January 19, 2013 entitled *Creation of Task Force to Formulate and Finalize the Guidelines on PBB for the Department of Education (DepEd)*. As a result, the Task Force Resolution recommended the approval of the implementing guidelines of PBB to the Secretary.
 - DepEd Order No. 12, s. 2013 *re Guidelines on the Granting of PBB for the DepEd Employees and Officials* was issued by the Secretary directing widest dissemination of and strict compliance with this Order.
 - Division Memorandum No. 081, s. 2013 *re Implementation of the Guidelines on the Granting of PBB for the DepEd Employees and Officials*
 - Division Memorandum No. 084, s. 2013 *re Composition of the Division Performance Review and Evaluation Committee (DPREC) for the Implementation of Performance-Based Incentive System (PBIS) Through Performance-Based Bonus and Division Grievance Committee to the Granting of the PBB*

3. In view hereof, this Office hereby re-organizes the composition of the Division Performance Review and Evaluation Committee (DPREC) and Division Grievance Committee pursuant to Item's 6 & 36 of DepEd Order No. 12, s. 2013), to wit:



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3.1. DPREC

Chairman	Josie D. Zamora EPS-Designate in English
Members: Division Planning Officer	Paul John P. Arias Planning Officer II
Accountant	Rhysa Cyle C. Rosalejos, CPA Accountant II
Education Program Supervisor	Luis Alajar, Jr. EPS in TLE
Principals' Representative (Elementary: PESPA)	Jesus Muring Principal II/President, PESPA
Principals' Representative (Secondary: NAPSSHI)	Pariso L. Orong Secondary School Principal IV/ President, NAPSSHI
PTA Division Federation Representative	Richard Macas President, PTA Division Federation
Secretariat: Administrative Office	Jutchel L. Nayra, DPA Administrative Officer V

Duties and responsibilities:

- Lead and oversee the PBB implementation;
- Implement the performance review and evaluation guidelines stipulated in the issuance;
- Ensure reliability, completeness, and correctness of data to be used as bases for performance review and evaluation;
- Regularly report to the head of office/unit on the status of performance review and evaluation and discuss pressing issues and concerns; and,
- Ensure that PBB is implemented before the opening of the School Year 2013-2014.

In addition to the afore-cited duties, this Office directs the DPREC to perform the following:

- Review and evaluate the performance rating and supporting documents (if applicable) of the School Administrators, Public Schools District Supervisors, Education Program Supervisors, Division Coordinators-Designate, ALS District Coordinators, ALS Mobile Teachers, and administrative support staff every rating period; and,
- Recommend approval of the performance rating to the Schools Division Superintendent.



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3.2. Division Grievance Committee


Chairman	Edilberto L. Oplenaria <i>Schools Division Superintendent</i>
Members:	
HRMO	Novem A. Sescon <i>HRMO I</i>
Education Program Supervisor / Concerned District Steward	Maria Concepcion Reyes – South District Ana Belen Muring, Ph.D. – North District Ralph Quirog – Central District Luis Alajar, Jr. – Far East District Analy Ocier – East District Lou-Ann Cultura – West District
Accountant	Rhysa Cyle C. Rosalejos, CPA <i>Accountant II</i>
PESPA Representative	Jesus Muring <i>Principal II/President, PESPA</i>
NAPSSHI Representative	Pariso L. Orong <i>Secondary School Principal IV/President, NAPSSHI</i>

Duties and responsibilities:

- The Division Grievance Committee shall respond to complaints, issues and concerns related to the granting of PBB.
- All complaints filed before the Division Grievance Committee shall be acted upon within 15 days upon receipt of the committee secretariat.
- All decisions of the Grievance Committee are considered final and executory.

4. This Order shall take effect immediately unless revoked.

5. For strict compliance.


EDILBERTO L. OPLENARIA
 Schools Division Superintendent

Copy furnished:
Records Section
AO file-DPREC Secretariat

To be posted in the Division Website