



Republic of the Philippines  
**Department of Education**  
REGION X- NORTHERN MINDANAO  
DIVISION OF MALAYBALAY CITY

UNM 2019-12-90B  
DEPED MALAYBALAY CITY DIVISION  
RELEASED  
DATE: \_\_\_\_\_ TIME: 2:30  
BY: JLC 02/11/19 Jam

**MEMORANDUM**

**TO: Sunny Ray F. Amit, Assistant Schools Division Superintendent  
Chief Education Supervisors and Staff CID and SGOD  
All Section/Unit Heads and Staff, OSDS  
All Others Concerned**

**FROM: VICTORIA V. GAZO, Ph.D., CESO V**  
Schools Division Superintendent

**DATE: December 2, 2019**

**RE: RPMS: INDIVIDUAL EMPLOYEES PERFORMANCE REVIEW AND  
EVALUATION (PHASE III) AND PERFORMANCE REWARDING  
AND DEVELOPMENT PLANNING (PHASE IV) CY 2019**

1. Consistent to DepEd Order No. 2, s. 2015 (Guidelines on the Establishment and Implementation of the Results-based Performance Management System (RPMS) in the Department of Education), this Office is required to conduct the **Performance Review and Evaluation (Phase III) and Performance Rewarding and Development Planning (Phase IV) of the Individual Employees** on December 26, 2019 in your respective offices.

2. The activity aims to:

- Accomplish the IPCRF CY 2019, which includes the following tasks:
  - Reflect actual accomplishment and results;
  - Rate each objectives;
  - Computer for the score per objective;
  - Determine the overall rating for accomplishments;
  - Reach an agreement; and,
  - Assess the competencies.
- Accomplish the reward and development plan; and,
- Discuss othe related matters.

As such, documentation of the Phase's III & IV activites are required to be submitted to the Division PMT Secretariat – Florabelle R. Porras, Administrative Section, on or before December 20, 2019 for PRIME-HRM documentation and future reference.

Copy furnished:  
Records Unit  
AO File