



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

DEC 03 2024

MEMORANDUM

**ELECTRONIC COPY OF THE ADJUSTED 2024
PERFORMANCE COMMITMENT AND REVIEW FORM**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
OIC-Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads
All Others Concerned


1. Attached is Regional Memorandum No. 1187, s. 2024 dated November 11, 2024, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Immediate, wide dissemination of, and strict compliance with this Memorandum are desired.

For

VIOLETA M. GONZALES

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

By:


MA. CARMEN D. SOLAYAO, EdD
Education Program Supervisor
Officer-in-Charge

Office of the Assistant Schools Division Superintendent

Encl: As stated

Reference: As stated

To be indicated in the Perpetual Index

Under the following subjects

SCHOOL

TRAINING

TEACHERS

IMR-AFS/ Electronic Copy of The Adjusted 2024 Regional Office Performance Commitment and Review Form

488 December 3, 2024

UN-2024-488

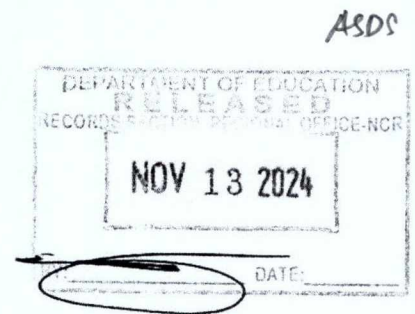
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Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
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Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



November 11, 2024

REGIONAL MEMORANDUM

No. 1187 s. 2024

Received:
 EVELYN N. DINGAL
 Administrative Officer II
 SDO-Muntinlupa
 11-14-24

To: Schools Division Superintendents
 Assistant Schools Division Superintendents
 Division and Regional Office Chiefs
 School Heads
 All Others Concerned

**ELECTRONIC COPY OF THE ADJUSTED 2024 REGIONAL OFFICE
 PERFORMANCE COMMITMENTS AND REVIEW FORM**

1. In reference to the attached Regional Memorandum ORD 1102 s. 2024 titled "*Adjusted Regional Office Performance Commitments and Plans*", this Office provides all concerned with the above-captioned subject.
2. The adjusted 2024 Regional Office Performance Commitments and Review Form can be accessed through the link <https://tinyurl.com/RDAdjusted2024OPCRF>.
3. All other provisions of the memorandum continue to remain in effect.
4. Immediate dissemination of this Memorandum is desired.

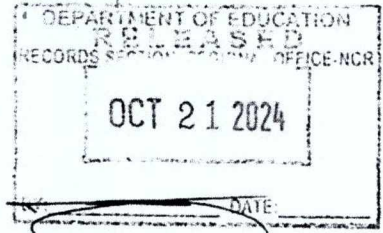
JOCELYN DR ANDAYA
 Regional Director, NCR
 Concurrent Officer-In-Charge, Office of the
 Assistant Secretary for Operation



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 11-14-262



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Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION


16 October 2024

REGIONAL MEMORANDUM
 ORD. No. 1102, s. 2024

To: Schools Division Superintendents
 Assistant Schools Division Superintendents
 Division and Regional Office Chiefs
 School Heads
 All Others Concerned

**FY 2024 ADJUSTED REGIONAL OFFICE PERFORMANCE COMMITMENTS
 REVIEW FORM**

1. In accordance with the DO 2 S. 2015 “Guidelines on the Establishment and Implementation of Results-Based Performance Management System (RPMS) in the Department of Education” and the attached Regional Memorandum No. 732 s. 2024 “Clarification on the Implementation of EO No. 61 s. 2024 Relative to the Implementation DepEd RPMS”, this office releases the above-captioned subject as the basis for the heads of offices in the fields to calibrate their 2024 Office Performance Commitment and Review Form.
2. For guidance and clarification on completing the template, the following memoranda are attached as references;
 - a) DM-OUHROD-2024-0586 “Interim Guidelines for the Office Performance Planning and Assessment for FY 2024 Onwards”
 - b) Regional Memorandum ORD No. 799 s. 2024 “Clarification on the use of Office Performance Commitment and Review (OPCR)Form, Revised 2024”
3. The 2024 OPCR and other RPMS tools are available for access and download via the following link: <https://bit.ly/OPCRF2024Annexes>.
4. Immediate dissemination of and utmost compliance with this Memorandum are desired.


JOCELYN DR ANDAYA
 Director IV



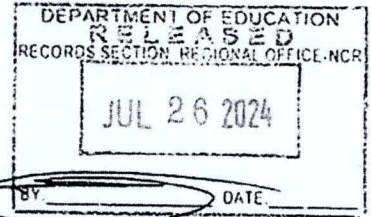
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 Website: <http://www.denedncr.com.ph>

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Effectivity	01.26.23	Page	1 of 2



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



July 22, 2024

REGIONAL MEMORANDUM

No. _____ s. 2024

To: Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

**CLARIFICATION ON THE IMPLEMENTATION OF EO NO. 61 S. 2024
RELATIVE TO THE IMPLEMENTATION OF DEPED RPMS**

1. In reference to the Memorandum DM -OSEC-2024-01 titled "*Guidance on the Implementation of DepEd Results-Based Performance Management System (RPMS) relative to Executive Order No. 61 (s.2024)*", the field is informed of the above-captioned subject.
2. The details are stipulated in the attached Memorandum.
3. Immediate dissemination and strict compliance of this Memorandum is desired.

JOCELYN DR ANDAYA
Director IV





Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

MEMORANDUM
DM-OSEC-2024- 01

FOR : Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

ATTENTION : Performance Management Teams in All Governance Levels

FROM : **SONNY M. ANGARA**
Secretary

SUBJECT : **GUIDANCE ON THE IMPLEMENTATION OF DEPED RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS) RELATIVE TO EXECUTIVE ORDER NO. 61 (S. 2024)**

DATE : 22 July 2024



1. With reference to the Executive Order (EO) No. 61, s. 2024 titled, '*Suspending the Implementation of Administrative Order No. 25 (s. 2011) and Executive Order No. 80 (s. 2012), As Amended*' dated 3 June 2024, this is to announce the **suspension of the implementation of the Results-Based Performance Management System (RPMS) for all DepEd school-based personnel for the upcoming SY 2024-2025**. All activities related to RPMS at the school level, including performance planning and commitment, monitoring, assessment, and evaluation of the school and individual personnel (i.e., school heads, teachers, and non-teaching personnel at the school level), shall be suspended until further notice.
2. While the Department understands the importance of performance management in achieving educational goals, it also recognizes the need for all its schools and school personnel, particularly teachers, to focus on the preparations for the opening of classes for SY 2024-2025. Furthermore, aligned with the objectives of EO No. 61, this suspension aims to review and study the implementation of RPMS at the school level with the goal of streamlining, improving, and simplifying processes and requirements, supporting the direction of the Department to reduce the tasks of teachers by rationalizing their workload.

However, it should be emphasized that the **results of the performance evaluation RPMS Office Performance Commitment and Rating Form (OPCRF)**

and **Individual Performance Commitment and Review Form (IPCRF)** ratings remain as requirements for particular human resource (HR) actions and personnel benefits, both monetary and non-monetary performance-related incentives, such as step increments, mid-year and year-end bonuses, promotion, awards and recognition, educational support, training opportunities, and other related official travels.

3. Hence, the **submission of OPCRf and IPCRF ratings of school-based personnel for SY 2023-2024 shall still be required.** This is to avoid possible grounds for disqualification of school-based personnel from monetary and non-monetary performance-related incentives.
4. In view of the foregoing and to provide DepEd schools and school-based personnel ample time to perform RPMS-related activities, an adjusted and revised RPMS Timeline for SY 2023-2024 shall be provided as follows:

	SY 2023-2024 RPMS Cycle Phase	Task/ Activity	RPMS Tool/Form	Person/s Involved	Extended Schedule
School-based Personnel <i>(school heads, teachers, and non-teaching personnel in schools)</i>	PHASE III Performance Review and Evaluation	Review and assessment of individual performance	IPCRF for SY 2023-2024 <i>(For teachers, use eIPCRF tool; download at www.deped.gov.ph)</i>	Ratees <i>(teachers, non-teaching personnel)</i> , Raters, Approving Authorities	Until September 15, 2024
		Review and assessment of school performance	OPCRF	Ratees <i>(school head)</i> , Raters, Approving Authorities	Until September 15, 2024
	PHASE IV Performance Rewarding and Development Planning	Finalization of Development Plans	IPCRF-HDP OPCRF- Development Plan	Ratees <i>(teachers, non-teaching personnel)</i> Ratees <i>(school heads)</i>	Until September 15, 2024
		Submission IPCRF and Uploading of Teachers' eIPCRF thru eIPCRF System	Accomplished IPCRF for SY 2023-2024 eIPCRF Consolidation System <i>(for teachers, submit through eIPCRF online submission; access at www.deped.gov.ph)</i>	Ratees and Raters	Until September 30, 2024
		Submission of OPCRF to SDO	Accomplished OPCRf	Ratees <i>(school heads)</i>	Until September 30, 2024

5. Finally, the implementation of FY 2024 RPMS for non-school based personnel in the DepEd Central Office (CO), Regional Offices (RO), and Schools Division Offices (SDO) shall continue to be in force. The existing guidelines and issuances governing the accomplishment of OPCRf and IPCRF of non-school based personnel shall remain in effect.

6. This Memorandum is issued to clarify the implementation of EO No. 61 relative to the implementation of DepEd RPMS. This is to ensure continuous improvement of the DepEd performance management system while remaining consistent with the response of the Civil Service Commission (CSC) to DepEd's inquiry on the same, through CSC letter dated 27 June 2024, by which it clarifies that:

“[...] The provisions of AO No. 25 and EO No. 61 about RBPMS is a performance management system that focuses on the performance of government agencies. The CSC's SPMS and CESB's CESPES are aligned to the RBPMS for purposes of ensuring seamless implementation of the performance management of agencies vis-à-vis their mandates and strategic objectives/goals.

*The **SPMS should be distinguished from the RBPMS** as the former is a performance management system that focuses on individual's performance and its alignment with the agency's organizational vision, mission, and goals, while the latter is focused on performance management of government agencies.*

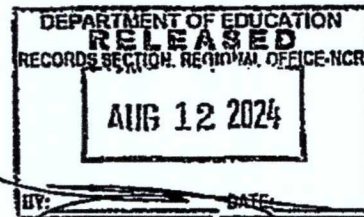
*Accordingly, the suspension of the RBPMS and PBI System and other relevant issuances related thereto pursuant to EO No. 61, s. 2024, is **deemed not to affect the implementation of the SPMS as required by law (EO No. 292).***

***Agencies are advised to continue with the implementation of their existing CSC-approved agency SPMS** to monitor and evaluate the employees' work performance that aligned to their agencies' mandates, functions, and commitments.”*

7. Further guidance and updates regarding DepEd RPMS will be provided as necessary.
8. For more information, please contact the **Bureau of Human Resource and Organizational Development (BHROD-HRDD)**, 4th Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at bhrod.hrdd@deped.gov.ph or at telephone number (02) 8470-6630.
9. For immediate dissemination and strict compliance.



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



5 August 2024

REGIONAL MEMORANDUM
 ORD No. 799, s. 2024

To: Schools Division Superintendents
 Assistant Schools Division Superintendents
 Division and Regional Office Chiefs/Unit and Section Heads
 School Heads
 All Others Concerned

CLARIFICATION ON THE USE OF OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR) FORM, REVISED 2024

- In accordance with the Regional Memorandum No.299, s. 2024 re: **"Interim Guidelines for the Office Performance Planning and Assessment for FY 2024 Onwards"**, the field informs of the above-captioned subject.
- For clarification, the OPCR, Revised 2024 is to be used by the following:

OPCR Users	
Regional Office	Regional Director Assistant Regional Director Chiefs of the Functional Divisions Designated Officers-In-Charge
Schools Division Offices	Schools Division Superintendents Assistant Schools Division Superintendents Chiefs of the Divisions Designated Officers-In-Charge
Elementary and Secondary Schools	School Heads Assistant School Principals Designated Officers-In-Charge

- Other details are stipulated in the attached memorandum.
- Immediate dissemination and compliance with this Memorandum is desired.

[Signature]
JOCELYN DR ANDAYA
 Director

lrjcepsturd-ncap




Address: 6 Misamis St., Bago Bantay, Quezon City
 Email address: ncr@deped.gov.ph
 Website: depedncr.com.ph

Doc. Ref. Code	RO-OPD-FD04	Rev	00
Effectivity	01.25.23	Page	1 of 1





Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION

Department of Education	
RECORDS SECTION	OFFICE-NCR
APR 03 2024	
BY: 	DATE:

April 1, 2024

REGIONAL MEMORANDUM

No. 209 s. 2024

To: Schools Division Superintendents
 Assistant Schools Division Superintendents
 Public Elementary and Secondary School Heads
 All other Concerned

**INTERIM GUIDELINES FOR THE OFFICE PERFORMANCE PLANNING
 AND ASSESSMENT FOR FY 2024 ONWARDS**

1. In reference to the Memorandum DM-OUHROD-2024-0586 dated March 27, 2024, the field is informed that the Department has released the above-captioned subject, including the revised Office Performance Commitment Review Form (OPCRF), Revised 2024, which shall be used throughout the RPMS cycle covering the four phases namely: Phase I- Performance Planning and Commitment, Phase II- Performance Monitoring and Coaching, Phase III- Performance Review and Evaluation, and Phase IV- Performance Rewarding and Development Planning.
2. Other details are stipulated in the attached Memorandum.
3. Immediate dissemination and strict compliance of this Memorandum is desired.

JOCELYN DR ANDAYA
 Director IV 



6 Misamis St., Bago Bantay, Quezon City
 Email Address: ncr@deped.gov.ph
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Effectivity	01.28.23	Page	1 of 1




Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2024-0586

TO : **Undersecretaries**
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

FROM : 
WILFREDO E. CABRAL
Regional Director
Officer-in-Charge, Office of the Undersecretary for Human Resource and Organizational Development

SUBJECT : **INTERIM GUIDELINES FOR THE OFFICE PERFORMANCE PLANNING AND ASSESSMENT FOR FY 2024 ONWARDS**

DATE : 27 March 2024

1. Pursuant to DepEd Order (DO) No. 2, s. 2015 or the *Guidelines on the Establishment and Implementation of the Results-based Performance Management System (RPMS) in the Department of Education* and to ensure that the offices diligently and consciously integrate the agency priorities and strategic directions in work plans as determined during the office planning and commitment, this Department releases the **Interim Guidelines for the Office Performance Planning and Assessment for FY 2024 Onwards**, including the revised Office Performance Commitment and Review Form (OPCRF).

2. This Interim Guidelines shall ensure that office plans, commitments, and performance account for the achievement and contribution of the different delivery units in all governance levels to the Agency's Organizational Outcomes as committed in the General Appropriations Act (GAA), Basic Education Development Plan (BEDP), and MATATAG Agenda, among others.

3. With this, offices shall utilize the **Office Performance Commitment and Review (OPCR) Form, Revised 2024**, as attached in **Annex A**, in reflecting the commitments and performance based on its office mandates, in ensuring the immediate integration of and alignment with the Agency's Organizational Outcomes, and in reflecting office's contributions in achieving the strategic priorities set under

the MATATAG Agenda as well as their respective education development plans in the Region, Divisions, and schools as a direction in resolving basic education challenges.

4. The salient features of the revised OPCRF include the following:
 - a. Alignment of the office/school commitments with the overall Organizational Outcomes and Programs
 - b. Streamlining commitments and targets as follows:
 - i. **Commitment to Organizational Outcomes** – office commitments and accomplishments based on the office functions and Key Result Areas (KRAs) with clear attribution to their direct contribution to the organizational outcomes/outputs indicated in the GAA Programs/Subprograms outputs/outcomes, BEDP Pillars, and MATATAG Agenda.
 - ii. **Innovating and Intervening Accomplishments** – office outputs/outcomes enabling, supportive, and/or contributory to the achievement of the organizational commitments and office Key Result Areas (KRAs).
 - iii. **Organizational Effectiveness** – office accomplishments in relation to the Performance-Based Bonus (PBB) oversight requirements.
 - iv. **Leadership Competencies** – competencies expected of heads of functional offices who hold managerial and executive/supervisory positions.
 - v. **Core Behavioral Competencies** – individual competencies required from all DepEd personnel in all job groups within the organization, upholding the DepEd’s core values and the Code of Conduct and Ethical Standards for Public Officials and Employees pursuant to RA 6713. They represent the way individuals embody and live the values of the organization and the civil service.

5. The revised OPCRF shall be used throughout the RPMS Cycle which covers the performance for one (1) whole year following a four-stage cycle, to wit: (i) Performance Planning and Commitment (Phase I); (ii) Performance Monitoring and Coaching (Phase II); (iii) Performance Review and Evaluation (Phase III); and (iv) Performance Rewarding and Development Planning (Phase IV).

6. The revised OPCRF shall be used by the heads of offices and functional offices/divisions in the Central, Regional, and Schools Division Offices, and heads of schools in the elementary and secondary levels. In addition, Assistant Directors in the CO, Assistant Regional Directors, Assistant Schools Division Superintendents, and Assistant School Principals shall likewise use the revised OPCRF to capture their specific performance contributing to the office/school plans and accomplishments.

7. To provide guidance to offices, ratees, and raters in office performance planning, monitoring, and assessment, the comprehensive *Interim Guidelines* is attached as **Annex B**.

8. Annexes of this Memorandum shall be made available for accessing/viewing and downloading at this link: <https://bit.ly/OPCRF2024Annexes>

9. A series of national orientations shall be conducted to capacitate heads of offices and functional divisions in all governance levels on the interim guidelines and the accomplishment of the revised OPCR. A separate Memorandum shall be issued on this.

10. For more information, please contact the **Bureau of Human Resource and Organizational Development**, 4th Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at bhrod.hrdd@deped.gov.ph or telephone number (02) 8470-6630.

11. **Immediate dissemination of and strict adherence to this Memorandum is directed.**

OFFICE PERFORMANCE MID-YEAR REVIEW FORM (OPMRF)
Revised 2024

Name of Employee	JOCELYN DR ANDAYA	Name of Ratee	ATTY. REVSE A. ESCOBEDO
Position/Designation	Director IV	Position	Undersecretary
Review Period	FY 2024	Approving Authority	SONNY ANGARA, DepEd Secretary
Strand/Bureau/Center/Service/Region/Division	DepEd - National Capital Region	Date of Review	Jan - Dec 2024
Strand/Bureau/Center/Service/Region/Division Statement of Purpose			

PART I-A: COMMITMENT TO ORGANIZATIONAL OUTCOMES (80%)

Part I-A. Commitment to Organizational Outcomes shall capture office commitments, performance, and accomplishments based on office mandates and KRAs as reflected in the official issuance on the Compendium of Office Functions. This part shall capture the contributions of the offices directly targeting the Organizational Outcomes indicated in the General Appropriation Act (GAA) Programs/Subprograms, Basic Education Development Plan (BEDP) Pillars, MATATAG Agenda priority deliverables, and other national level commitments that are aligned with and relevant to the office KRAs. Clear attribution shall be made to ensure such alignment.

TO BE ACCOMPLISHED DURING PLANNING											TO BE FILLED DURING EVALUATION					MID-YEAR REVIEW RATING				
Organizational Outcomes Alignment				Objectives (Based on Office Functions)	Timeline	Weight Allocation	Description (Expected outcome/output/service)	Performance Measure (Quality, Efficiency, Timeliness)	Rating Scale					Means of Verification (MOVs)	Actual Accomplishment		RATING (Q.E.T)	AVERAGE (QET)	WBGTED AVERAGE	REMARKS
Key Result Areas (KRA) (Based on Office Mandate and Functions)	Organizational Outcome Attribution (Refer to the GAA Programs/Subprogram and BEDP Pillars)								5 (Outstanding)	4 (Very Satisfactory)	3 (Satisfactory)	2 (Unsatisfactory)	1 (Poor)							
	GAA Programs/Subprograms	BEDP Pillars	MATATAG Pillars																	
I. OPERATIONS																				
Education Policy Development Program																				
Curriculum Management	Policy and Research Program	Quality	Make the curriculum relevant to produce competent, job ready, active, and responsible citizens	1. Achieved the targeted number of completed education research	January to December 2024	5%	No. of Action and Basic Research Completed	Quality	100% of the completed researches passed the quality control criteria without revision	90 to 95% of the completed research passed quality control criteria without revision	80 to 85% of the completed research passed quality control criteria without revision	70 to 75% of the completed research passed quality control criteria without revision	65% or below of the completed research passed quality control criteria without revision	BAR 1, BE-IF, Non-Ionizing Report						
								Efficiency	35 research completed	30-34 research completed	25-29 research completed	20-24 research completed	19 or below research completed							
								Timeliness	35 research completed within the timeline	30-34 research completed within the timeline	25-29 research completed within the timeline	20-24 research completed within the timeline	19 or below of the research completed within the timeline							
Basic Education Input Program																				
Strategic Leadership and Governance	New School Personnel Positions	Access	Take steps to accelerate the delivery of basic education facilities and services.	2. Achieved the target percentage of the standard ratio for teachers of public schools	January - December 2024	5%	Public Schools meeting the standard ratio for teachers in all levels of education	Quality	All three levels (public elementary, JHS, and SHS) met the standard teacher ratio	Two out of three levels met the standard teacher ratio	One out of three levels met the standard teacher ratio	BAR 1, Annual Accomplishment Report								
								Efficiency	96 - 100% of the schools met the standard teacher ratio	90 - 95% of the schools met the standard teacher ratio	85 - 89% of the schools met the standard teacher ratio		80 - 84% of the schools met the standard teacher ratio	79% and below of the schools met the standard teacher ratio						
								Timeliness	The schools met the standard teacher ratio before the opening of classes	The schools met the standard teacher ratio within the 1st quarter	The schools met the standard teacher ratio within the 2nd quarter		The schools met the standard teacher ratio within the 3rd quarter	The schools met the standard teacher ratio within the 4th quarter						
Strategic Leadership and Governance	New School Personnel Positions	Access	Take steps to accelerate the delivery of basic education facilities and services.	3. Achieved the target number of filled up for newly created teaching positions per national standards	January - December 2024	5%	Newly created teaching positions filled-up	Quality	100% of the newly hired teaching positions were approved by the CSC	95-99% of the newly hired teaching positions were approved by the CSC	90-95% of the newly hired teaching positions were approved by the CSC	85-89% of the newly hired teaching positions were approved by the CSC	84% and below of the newly hired teaching positions were approved by the CSC	BAR 1, Inventory of filled/unfilled newly created teaching positions						
								Efficiency	100% of the newly created teaching positions were filled up	95-99% of the newly created teaching positions were filled up	90-95% of the newly created teaching positions were filled up	85-89% of the newly created teaching positions were filled up	84% and below of the newly created teaching positions were filled up							
								Timeliness	All newly created positions were filled up as scheduled/prescribed timeline	All newly created positions were filled up a month after the scheduled/prescribed timeline	All newly created positions were filled up 2-3 months after the scheduled/prescribed timeline	All newly created positions were filled up 4 months or more after the scheduled/prescribed timeline	All newly created positions were filled up more than 6 months after the opening of classes							
Inclusive Education Program																				
Strategic Leadership and Governance	Madrasah Education Program /Special Needs Education Program	Access	Take good care of learners by promoting learner well-being, inclusive education, and a positive learning environment.	4. Achieved the target percentage of learners enrolled in SNED, MEP (ALIVE), and ALS	January to December 2024	5%	Percentage of enrolled SNED, ALIVE, and ALS learners	Quality	100% of the target learners on SNED, ALIVE, and ALS are screened based on the prescribed criteria/qualification	95-99% of the target learners on SNED, ALIVE, and ALS are screened based on the prescribed criteria/qualification	90-95% of the target learners on SNED, ALIVE, and ALS are screened based on the prescribed criteria/qualification	85-89% of the target learners on SNED, ALIVE, and ALS are screened based on the prescribed criteria/qualification	84% and below of the target learners on SNED, ALIVE, and ALS are screened based on the prescribed criteria/qualification	BAR 1, Enrollment report on SNED, ALIVE and ALS						
								Efficiency	100% of the target number of learners in SNED, ALIVE, and ALS were enrolled	95-99% of the target number of learners in SNED, ALIVE, and ALS were enrolled	90-95% of the target number of learners in SNED, ALIVE, and ALS were enrolled	85-89% of the target number of learners in SNED, ALIVE, and ALS were enrolled	84% and below of the target number of learners in SNED, ALIVE, and ALS were enrolled							
								Timeliness	100% of the target number of learners in SNED, ALIVE, and ALS were enrolled within the enrollment period	95-99% of the target number of learners in SNED, ALIVE, and ALS were enrolled 1 week after the enrollment period	90-95% of the target number of learners in SNED, ALIVE, and ALS were enrolled 2 weeks after the enrollment period	85-89% of the target number of learners in SNED, ALIVE, and ALS were enrolled 3 weeks after the enrollment period	84% and below of the target number of learners in SNED, ALIVE, and ALS were enrolled 4 weeks after the enrollment period							

Curriculum Management	Learning Resources	Quality	Take steps to accelerate delivery of basic education facilities and services	6. Achieved the target percentage of learners receiving learning resources	January to December 2024	5%	Percentage of learners provided with learning resources	Quality	100% of the target number of learners were provided with quality-assured learning resources	95-95% of the target number of learners were provided with quality-assured learning resources	90-95% of the target number of learners were provided with quality-assured learning resources	85-85% of the target number of learners were provided with quality-assured learning resources	84% and below of the target number of learners were provided with quality-assured learning resources	BAR 1, Inventory of Distracted Learning Resources					
								Efficiency	100% of the target learners received learning resources	95-95% of the target learners received learning resources	90-95% of the target learners received learning resources	85-85% of the target learners received learning resources	84% and below of the target learners received learning resources						
								Timeliness	100% of the learners receive the learning resources on the prescribed timeline	95-95% of the learners receive the learning resources 1 week after the prescribed timeline	90-95% of the learners receive the learning resources 2 weeks after the prescribed timeline	85-85% of the learners receive the learning resources 3 weeks after the prescribed timeline	84% and below of the learners receive the learning resources 4 weeks after the prescribed timeline						
Strategic Leadership and Governance	Madrasah Education Program and Special Education Program	Access	Take good care of learners by promoting learner well-being, inclusive education, and a positive learning environment	6. Achieved the target number of schools offering SNED and MEP (ALIVE) programs	January to December 2024	5%	Public Schools offering SNED	Quality	100% of the schools offering SNED and MEP programs was compliant with the set standards	90-95% of the schools offering SNED and MEP programs was compliant with the set standards	85-85% of the schools offering SNED and MEP programs was compliant with the set standards	80-84% of the schools offering SNED and MEP programs was compliant with the set standards	79% and below of the schools offering SNED and MEP programs was compliant with the set standards	BAR 1, Annual Accomplishment Report					
								Efficiency	100% of identified schools offered SNED, MEP, and ALIVE	200 out of 205 of identified schools offered SNED, MEP, and ALIVE	195 out of 205 of identified schools offered SNED, MEP, and ALIVE	190 out of 205 of identified schools offered SNED, MEP, and ALIVE	185 and below out of 205 of identified schools offered SNED, MEP, and ALIVE						
								Timeliness	100% of identified schools offered SNED, MEP, and ALIVE as planned	90-95% of identified schools offered SNED, MEP, and ALIVE as planned	85-85% of identified schools offered SNED, MEP, and ALIVE as planned	80-84% of identified schools offered SNED, MEP, and ALIVE as planned	79% and below of identified schools offered SNED, MEP, and ALIVE as planned						
Curriculum Management	Learning Resources	Access	Take steps to accelerate delivery of basic education facilities and services	7. Achieve the target number of public schools that received learning resources	January to December 2024	5%	No. of public schools provided with learning resources	Quality	100% of the target number of public schools were provided with quality-assured learning resources	95-95% of the target number of public schools were provided with quality-assured learning resources	90-95% of the target number of public schools were provided with quality-assured learning resources	85-85% of the target number of public schools were provided with quality-assured learning resources	84% and below of the target number of public schools were provided with quality-assured learning resources	BAR 1, Inventory of Schools provided learning Resources					
								Efficiency	100% of the target public schools were provided with learning resources	95-95% of the target public schools were provided with learning resources	90-95% of the target public schools were provided with learning resources	85-85% of the target public schools were provided with learning resources	84% and below of the target public schools were provided with learning resources						
								Timeliness	100% of the target public schools received learning resources on the prescribed timeline	95-95% of the target public schools received learning resources on the prescribed timeline	90-95% of the target public schools received learning resources on the prescribed timeline	85-85% of the target public schools received learning resources on the prescribed timeline	84% and below of the target public schools received learning resources on the prescribed timeline						

Support to Schools and Learners Program

Strategic Leadership and Governance		Access		8. Achieved the desired retention and completion rate at the elementary and secondary levels	January to December 2024	5%	Retention Rate for Elementary and Secondary (Grade 7 to 12) Completion Rate for Elementary and Secondary (Grade 7 to 12)	Quality	100% of the Elementary and Secondary Schools achieved the targeted Retention and Completion Rate	90-95% of the Elementary and Secondary Schools achieved the targeted Retention and Completion Rate	85-85% of the Elementary and Secondary Schools achieved the targeted Retention and Completion Rate	80-84% of the Elementary and Secondary Schools achieved the targeted Retention and Completion Rate	79% and below of the Elementary and Secondary Schools achieved the targeted Retention and Completion Rate	BAR 1, Annual Accomplishment Report					
								Efficiency											
								Timeliness											
Curriculum Management	National Assessment System for Basic Education	Quality	Make the curriculum relevant to produce competent, job-ready, active, and responsible citizens	9. Achieved targeted proportion of learners of at least nearly proficient in the National Achievement Test (NAT)	January to December 2024	5%	Proportion of learners achieving at least nearly proficient in the National Achievement Test	Quality	The target percentage of achieving at least nearly proficient in NAT for Grade 5, Grade 10 and Grade 12 was met	2 - 5 percent below discrepancy on the set target	6 - 10 percent below discrepancy on the set target	11 - 15 percent below discrepancy on the set target	More than 16 percent below discrepancy on the set target	BAR 1, Annual Accomplishment Report					
								Efficiency	100% of the target number of learners achieve at least nearly proficient in NAT for Grade 5, Grade 10 and Grade 12	90-95% of the target number of learners achieve at least nearly proficient in NAT for Grade 5, Grade 10 and Grade 12	85-85% of the target number of learners achieve at least nearly proficient in NAT for Grade 5, Grade 10 and Grade 12	80-84% of the target number of learners achieve at least nearly proficient in NAT for Grade 5, Grade 10 and Grade 12	79% and below of the target number of learners achieve at least nearly proficient in NAT for Grade 5, Grade 10 and Grade 12						
								Timeliness											
Strategic Leadership and Governance	School Based Feeding Programs	Access	Take good care of learners by promoting learner well-being, inclusive education, and a positive learning environment	10. Achieved the target number of beneficiaries of the School Feeding Program	January to December 2024	5%	Number of learners benefiting from the School Feeding Program	Quality	100% of the target learners have improved nutritional status	90-95% of the target learners have improved nutritional status	85-85% of the target learners have improved nutritional status	80-84% of the target learners have improved nutritional status	79% and below of the target learners have improved nutritional status	BAR 1, Annual Accomplishment Report					
								Efficiency	100% of learners have benefited from the School Feeding Program	90-95% of learners have benefited from the School Feeding Program	85-85% of learners have benefited from the School Feeding Program	80-84% of learners have benefited from the School Feeding Program	79% and below of learners have benefited from the School Feeding Program						
								Timeliness	The program was conducted as planned	The program was conducted 2 months after the planned timeline	The program was conducted 2 months after the planned timeline	The program was conducted 3 months after the planned timeline	The program was conducted 4 months after the planned timeline						

Education Human Resource Development Program

People Development	Human Resource Development for Personnel in Schools and Learning Centers	Access	Give support to teachers to teach better	11. Increased percentage of public schools conducting school based learning action cells	January to December 2024	5%	Percentage of schools conducted learning action cell sessions	Quality	100% of schools were compliant in the conduct of Learning Action Cell Sessions	90-95% of schools were compliant in the conduct of Learning Action Cell Sessions	85-85% of schools were compliant in the conduct of Learning Action Cell Sessions	80-84% of schools were compliant in the conduct of Learning Action Cell Sessions	79% and below of schools were compliant in the conduct of Learning Action Cell Sessions	BAR 1, Annual Accomplishment Report					
								Efficiency	100% of schools conducted Learning Action Cell Sessions	90-95% of schools conducted Learning Action Cell Sessions	85-85% of schools conducted Learning Action Cell Sessions	80-84% of schools conducted Learning Action Cell Sessions	79% and below of schools conducted Learning Action Cell Sessions						

	3. Developed implementing guidelines on Curriculum Implementation, Innovation, Contextualization, Learning Resource Development and Management, and Learning Outcomes Assessment	January to December 2024	1%	Percentage of Regional Memoranda and Advisories issued	Quality 100% of memoranda and advisories issued are consistent with the National Policy/Memoranda/Order	Efficiency 100% of the required memoranda and advisories are issued	Timeliness Within the required timeline	100% of memoranda and advisories issued are consistent with the National Policy/Memoranda/Order	80-85% of memoranda and advisories issued are consistent with the National Policy/Memoranda/Order	70-75% of memoranda and advisories issued are consistent with the National Policy/Memoranda/Order	Less than 70% of memoranda and advisories issued are consistent with the National Policy/Memoranda/Order	Summary list of issued Memoranda, Advisories, and Implementation guidelines on curriculum						
Quality Assurance	1. Implemented the Institutionalized Regional Monitoring and Evaluation Framework	January to December 2024	1%	Implemented the Regional M & E Framework in the RO and SDOs within the prescribed timeline	Quality 80-100% of RO FDs and SDOs implemented the functional and operational M & E Framework which are responsive to changes in policies, systems and processes	Efficiency 80-100% of issued regional guidelines, standards, and mechanisms were utilized	Timeliness Regional policies, standards and mechanisms were conceptualized and completed within the prescribed timeline	70-75% of RO FDs and SDOs adapted the institutionalized regional M & E Frameworks which are responsive to changes in policies, systems and processes	60-65% of RO FDs and SDOs adapted the institutionalized regional M & E Frameworks which are responsive to changes in policies, systems and processes	50-55% of RO FDs and SDOs adapted the institutionalized regional M & E Frameworks which are responsive to changes in policies, systems and processes	Below 50% of RO FDs and SDOs adapted the institutionalized regional M & E Frameworks which are responsive to changes in policies, systems and processes	Summary report on the implemented Regional M&E Framework						
Quality Assurance	2. Ensured the approval for the establishment, renewal, and recognition of private schools and establishment, conversion, naming, and renaming of public schools	January to December 2024	2%	Approved applications for the New, Renewal, Recognition of Private Schools, and establishment, conversion, naming, renaming for Public schools with school ID and UACs processed within the EOGB ruling	Quality 80-100% of schools are compliant to statutory and regulatory policy standards and requirements	Efficiency 80-100% of school applications were processed and approved for whichever of the appropriate decision	Timeliness Evaluation process of the school application were completed within the prescribed turnaround time per EOGB rulings	70-75% of schools are compliant to statutory and regulatory policy standards and requirements	60-65% of schools are compliant to statutory and regulatory policy standards and requirements	50-55% of schools are compliant to statutory and regulatory policy standards and requirements	below 50% of schools are compliant to statutory and regulatory policy standards and requirements	Summary list of Approved applications for the New, Renewal, Recognition of Private Schools, and establishment, conversion, naming, renaming for Public schools with school ID and UACs processed within the EOGB ruling						
Quality Assurance	3. Ensured effective utilization of QAME result to improve functional divisions and SDOs performance	January to December 2024	1%	RO and SDOs implemented the Regional Policy on the utilization of QAME results	Quality 80-100% of RO FDs and SDOs properly implemented the regional policy on the utilization of QAME results	Efficiency 80-100% of evaluated QAME data were used to modify plans and improve standard operating procedures	Timeliness Timely dissemination of QAME analysis results	70-75% of RO FDs and SDOs adopted and implemented the regional policy on the utilization of QAME results	60-65% of RO FDs and SDOs adopted and implemented the regional policy on the utilization of QAME results	50-55% of RO FDs and SDOs adopted and implemented the regional policy on the utilization of QAME results	Below 50% of RO FDs and SDOs adopted and implemented the regional policy on the utilization of QAME results	Report on the utilization of QAME results						
	1. Identified resource needs and create opportunities for partnership in relevant areas	January - December 2024	2%	Inventory of needed resources and identified partners for the five priority areas prepared as planned	Quality All forged partnership MOU/MDA are aligned to five priority areas	Efficiency All priority areas have identified partners	Timeliness prepared as planned				Forged partnership MOU/MDA are not aligned to five priority areas	Report on the inventory of needed resources and identified partners for the five priority areas						
Partnership Building	2. Prepared implementing guidelines and standards for partnership building	January to December 2024	1%	Issued implementing guidelines and standards for partnership building	Quality 100% of the implementing guidelines issued are consistent to the National Policy/Memoranda/Order	Efficiency 100% of the required implementing guidelines are issued		90-95% of the implementing guidelines issued are consistent to the National Policy/Memoranda/Order	80-85% of the implementing guidelines issued are consistent to the National Policy/Memoranda/Order	70-75% of the implementing guidelines issued are consistent to the National Policy/Memoranda/Order	Less than 70% of the implementing guidelines issued are consistent to the National Policy/Memoranda/Order	Report on the issued implementing guidelines and standards for partnership building						

					Timeliness	When the required timeline	1-3 days after the required timeline	4-6 days after the required timeline	7-10 days after the required timeline	more than 10 days after the required timeline											
	3. Established effective M & E for partnership sustainability	January - December 2024	1%	Developed M & E tool that generates data for partnership sustainability ten days before the activity	Quality	100% of the M & E tools generate relevant data for partnership sustainability	90-95% of the M & E tools generate relevant data for partnership sustainability	80-85% of the M & E tools generate relevant data for partnership sustainability	70-75% of the M & E tools generate relevant data for partnership sustainability	less than 75% of the M & E tools generate relevant data for partnership sustainability	Sample of Accomplished M&E tool that generates data for partnership sustainability ten days before the activity										
					Efficiency	100% of the indicated activities have the M & E tool	90-95% of the indicated activities have the M & E tool	80-85% of the indicated activities have the M & E tool	70-75% of the indicated activities have the M & E tool	less than 75% of the indicated activities have the M & E tool											
					Timeliness	10 days before the activity	8-9 days before the activity	6-7 days before the activity	4-5 days before the activity	at most 3 days before the activity											
People Development	1. Ensured that the recruitment, selection, and placement system is implemented effectively and efficiently	January - December 2024	2%	Vacant items in the Regional Office Proper and SDOs are filled up as planned	Quality	No disapproval of appointment or request for justification	1-2 appointments with justification	3 appointments with justification	more than 3 appointments with justification	disapproved appointments	Summary list of the filled up items in the Regional Office Proper and SDOs										
					Efficiency	90-100% of RO and SDOs new and vacant items are filled-up	80-85% of RO and SDOs new and vacant items are filled-up	70-75% of RO and SDOs new and vacant items are filled-up	60-65% of RO and SDOs new and vacant items are filled-up	50-55% of RO and SDOs new and vacant items are filled-up											
					Timeliness	Filled up as planned	Filing up of vacancies is delayed for one month	Filing up of vacancies is delayed for two months	Filing up of vacancies is delayed for three months	Filing up of vacancies is delayed more than three months											
	2. Institutionalized comprehensive employee welfare program on wellness, rewards and incentives, and gender and development, etc	January - December 2024	2%	Enhanced policies on employee welfare, rewards and recognition compliant with the gender and development mandates implemented	Quality	90-100% compliance to policy development process standards	80-85% compliance to policy development process standards	70-75% compliance to policy development process standards	60-65% compliance to policy development process standards	50-55% compliance to policy development process standards	Copy of the implemented enhance policies on employee welfare, rewards and recognition compliant with the gender and development mandates										
					Efficiency	4 policies enhanced and implemented (PR, GD, EW, WP)	3 policies enhanced and implemented	2 policies enhanced and implemented	1 policy enhanced and implemented	no policy enhanced and implemented											
					Timeliness	Completed as scheduled	Completed 1-3 days after the schedule	Completed 4-6 days after the schedule	Completed 7-10 days after the schedule	Completed more than 10 days after the schedule											
											Part I-B Total Score										

PART I-C: ORGANIZATIONAL EFFECTIVENESS (15%)

Part I-C: Organizational Effectiveness shall capture accomplishments/outputs produced or attained on the aspects of Financial Stewardship, Process Improvement, and Client Satisfaction. It shall focus on the results achieved by the office that are aligned with the Performance-based Bonus (PBB) oversight requirements.

TO BE FILLED IN DURING PLANNING				TO BE FILLED DURING EVALUATION						MID-YEAR REVIEW RATING				
Organizational Effectiveness Area	Objectives	Weight Allocation	Performance Measures (Quality, Efficiency, Timeliness)	RATING SCALE					Means of Verification (MOVs)		Actual Results/Accomplishments	RATING (Q,E,T)	AVERAGE (QET)	WEIGHTED AVERAGE
				5 (Outstanding)	4 (Very Satisfactory)	3 (Satisfactory)	2 (Unsatisfactory)	1 (Poor)						
Financial Stewardship	Utilized 98% of the budget allocation in accordance with the quarterly disbursement program without negative audit observations	5%	<p>Quality: Budget allocation disbursed within the regulatory period without negative audit observations</p> <p>Efficiency: Budget is utilized according to the BUR target, based on the official BUR report of the Finance Service/Section/Unit (i.e. 98% of the budget allocation is utilized within the FY 2024)</p> <p>Timeliness: Consolidated report submitted within the deadline</p>	<p>Budget allocation disbursed within the regulatory period with 1-2 negative audit observations</p> <p>Budget is utilized with 1-5% variance from BUR target, based on the official BUR report of the Finance Service/Section/Unit (i.e. 93-97% of the budget allocation is utilized within the FY 2024)</p> <p>Consolidated report submitted 1-2 days delayed</p>	<p>Budget allocation disbursed within the regulatory period with 3-4 negative audit observations</p> <p>Budget is utilized with 6-10% variance from BUR target, based on the official BUR report of the Finance Service/Section/Unit (i.e. 88-92% of the budget allocation is utilized within the FY 2024)</p> <p>Consolidated report submitted 3-4 days delayed</p>	<p>Budget allocation disbursed within the regulatory period with 5-6 negative audit observations</p> <p>Budget is utilized with 11-15% variance from BUR target, based on the official BUR report of the Finance Service/Section/Unit (i.e. 83-87% of the budget allocation is utilized within the FY 2024)</p> <p>Consolidated report submitted 1 week delay</p>	<p>Budget allocation disbursed within the regulatory period with 7 or more negative audit observations</p> <p>Budget is utilized with more than 15% variance from BUR target, based on the official BUR report of the Finance Service/Section/Unit (i.e. Below 83% of the budget allocation is utilized within the FY 2024)</p> <p>Consolidated report submitted more than a week delayed</p>	Consolidated Financial Report						
Process Improvement	Streamlined core processes by institutionalizing office systems in various Functional Divisions such as: DAO -ISO-SYS OP DASH -SFAST -QUAOPRO ASD -RSA -HRIS -PRIVE DOTS -CASHPRO -LMS HRCC PMS LDS	4%	<p>Quality: 90% - 100% office systems are institutionalized and processes are streamlined</p> <p>Efficiency: Streamlined and/or digitized all office core processes identified in the QMS planning documents</p> <p>Timeliness: Streamlined and/or digitized 76-88% of the office core processes identified in the QMS planning documents</p>	<p>80-85% office systems are institutionalized and processes are streamlined</p> <p>Streamlined and/or digitized 76-88% of the office core processes identified in the QMS planning documents</p>	<p>70-75% office systems are institutionalized and processes are streamlined</p> <p>Streamlined and/or digitized 51-75% of the office core processes identified in the QMS planning documents</p>	<p>60-65% office systems are institutionalized and processes are streamlined</p> <p>Streamlined and/or digitized 24-50% of the office core processes identified in the QMS planning documents</p>	<p>50-55% office systems are institutionalized and processes are streamlined</p> <p>Streamlined and/or digitized 8-25% of the office core processes identified in the QMS planning documents</p>	Consolidated reports on the implementation and utilization of established automated systems						

	Developed and Revisited Client Procurement Guidelines	10	Quality	80% - 90% of Procurement Activities were completed to the Client's Procurement Guidelines	60-80% of Procurement Activities were completed to the Client's Procurement Guidelines	70-75% of Procurement Activities were completed to the Client's Procurement Guidelines	60-65% of Procurement Activities were completed to the Client's Procurement Guidelines	60-65% of Procurement Activities were completed to the Client's Procurement Guidelines	M-CPI Summary Report on the Procurement Analysis						
			Efficiency	80% - 90% of Procurement Activities were reported to the Client's Procurement Guidelines	60-80% of Procurement Activities were reported to the Client's Procurement Guidelines	70-75% of Procurement Activities were reported to the Client's Procurement Guidelines	60-65% of Procurement Activities were reported to the Client's Procurement Guidelines	60-65% of Procurement Activities were reported to the Client's Procurement Guidelines							
			Timeliness	80% - 90% of Procurement Activities were completed within the planned timeline	60-80% of Procurement Activities were completed within the planned timeline	70-75% of Procurement Activities were completed within the planned timeline	60-65% of Procurement Activities were completed within the planned timeline	60-65% of Procurement Activities were completed within the planned timeline							
Client Satisfaction	Achieved 100% resolution on average on rate to ASBS and CCB complaints within the prescribed processing time (simple - 3 days, complex - 7 days, highly complex - 20 days) with Client Satisfaction Survey overall average rating for Client Satisfaction Measurement	50	Quality	80% - 90% (Satisfactory) overall average on the results of the Client Satisfaction Measurement (CSM)	60-80% (Satisfactory) overall average on the results of the CSM	70-75% (Satisfactory) overall average on the results of the CSM	60-65% (Fair) overall average on the results of the CSM	Below 60% (Fair) overall average on the results of the CSM	Summary report on the Client Satisfaction Measurement (CSM)						
			Efficiency	100% resolution and compliance rate to ASBS and CCB complaints	At least 80% resolution and compliance rate to ASBS and CCB complaints	At least 65% resolution and compliance rate to ASBS and CCB complaints	At least 55% resolution and compliance rate to ASBS and CCB complaints	0% resolution and compliance rate to ASBS and CCB complaints							
			Timeliness	Complaints resolved upon and closed within prescribed processing time (simple - 3 days, complex - 7 days, highly complex - 20 days)		Complaints are closed upon and closed with document closure based on the status and processing time (simple - 3 days, complex - 7 days, highly complex - 20 days)		All complaint closed upon and resolve							

Part I-C Total Score

JOCELYN BR ANDAYA
RATER

ATTY. REVEEA A. ESCOBEDO
RATER

JUAN EDGARDO ANGARA
APPROVING AUTHORITY