



DepEd – DIVISION OF QUEZON

Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline # (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
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Registration Number:
QAC/R63/0216

June 4, 2020

DIVISION MEMORANDUM

DM No. **145**, s. 2020

RECONSTITUTION OF THE DIVISION PERFORMANCE MANAGEMENT TEAM (PMT)

To: **Assistant Schools Division Superintendent, SGOD Chief, CID Chief, Public Schools District Supervisors, Elementary and Secondary School Heads, All Others Concerned**

1. Pursuant to the provision of the Department Order No. 2, s. 2015 and DepEd Order No. 28 s. 2019, the Division Performance Management Team is hereby reconstituted as follows:

Name	Position
Chairperson	
Gregorio A. Co Jr.	OIC-Assistant Schools Division Superintendent
Members	
Marbin Jeramil D. Fragata	Planning Officer III
Susan P. Fontarum	Accountant III
Maria Dolores A. Atienza	Administrative Officer V
Lorena S. Walangsumbat	CID Chief
Elizabeth M. De Villa	SGOD Chief
Ronaldo V. Garcia	PESPA Representative
Calixto S. Blazo	NAPSSHI Representative
Gregorio I. Racelis	School Heads Representative
Carlos J. Sanchez	NEU Representative
Secretariat	
Wennie O Gaela.	Administrative Officer V

2. The PMT shall have the following functions and responsibilities:
- The Secretariat sets consultation meeting of all Head of Offices for the purpose of discussing the targets set in the office performance commitment and rating form;
 - The Planning Office shall ensure that Office performance targets and measures, as well as the budget are aligned with those of the agency and that work distribution of Office/units is rationalized;
 - PMT recommends approval of the office performance commitment and rating to the Head of Agency;
 - HRD/Personnel Division identifies potential top performers and provide inputs to the PRAISE Committee for the grant of awards and incentives; and

DEPEDQUEZON-TM-SDS-04-009-002

Email address: quezon@deped.gov.ph
Comments: Txt HELEN – 09178902327 (Smart/Sun/TalknTxt) 2327 (Globe and TM)

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DEPED - QUEZON
ICT UNIT
UPLOADED

Date/Time: JUNE 11, 2020

By: Cristell 6:30 P.M.

Ref. No.: DM 145, s. 2020



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- e. PMT adopts 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.
3. In addition, the PMT shall also perform the following functions as recommended by its Members:
 - a. Formulates customized criteria, guidelines and tools for setting performance standards;
 - b. Develop tools that will track the efficiency of the PM process;
 - c. Ensure that performance of functional divisions and units supports the principle of equal opportunity (EOP) to maintain a work environment that is free from harassment based on age, color, disability, marital or parental status, national origin, race, religion, sex, sexual orientation, gender identity or expression or any other protected status in accordance with applicable state and local laws.
 4. This Order shall take effect immediately.
 5. For the information and guidance of all concerned.


CATHERINE P. TALAVERA, CESO V
Schools Division Superintendent

Members	
Marlon Jenson D. Fragala	Planning Officer III
Suzan F. Pomeroy	Accountant III
Ma. Nicole A. Alanzo	Administrative Officer V
Leona A. Yungco	CID Chief
Elizabeth M. De Vito	SOOO Chief
Rosemar V. Garcia	PESEA Representative
Calvin S. Blazo	NAPSO Representative
Gregorio I. Bacalla	School Heads Representative
Carlos J. Sarones	NEU Representative
Secretariat	
Veronica D. Garcia	Administrative Officer V

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