



DEPARTMENT OF EDUCATION

DIVISION OF CEBU PROVINCE

SUDLON, LAHUG, CEBU CITY



July 23, 2019

DIVISION MEMORANDUM

No. 437, s. 2019

**ADDENDUM/CORRIGENDUM TO DIVISION MEMORANDUM NO. 407, s. 2019
(VALIDATION OF RPMS RATING FOR CY 2018/SY 2018-2019)**

TO : Assistant School Division Superintendents
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Division Coordinators/Unit Heads
Senior Education Program Specialists (SEPSs)/EPSA
School Heads/Administrators of Public Elem. & Sec. Schools

1. Relative to Division Memorandum No. **407**, s. 2019 entitled "**Validation of RPMS Rating for CY 2018/SY 2018-2019**", the following provisions have been added/changed:

A. Validation of Outstanding Teachers I-III

1. DepED Order No. 2, s. 2015, Section 60, Table 5, p.13, indicates the Composition of PMT at all levels.
2. School Heads are directed to organize the School PMT and submit to this Office the list of School PMT duly endorsed by the Public Schools District Supervisor on or before July 31, 2019, **attention:** Dr. Leah B. Apao, ASDS/Division PMT Chair.
3. Item No. 55 of DepED Order No. 2 states, "The PMT at each level shall validate the Outstanding Performance Ratings and shall recommend employee for performance-based rewards. Grants of performance-based incentives shall be based on the final ratings of employees as approved by the Head of Office. For Central Office, final decision shall be with the Executive Committee (ExeCom). Performance ratings shall be used as basis for promotion, training and scholarship grants and other personnel actions".
4. Only those Teachers 1-III with Outstanding Performance shall submit for validation to be done by the School PMT. The said validation shall be conducted within the month of August 2018.
5. School PMT shall submit Resolutions detailing the result of the Validation Process and submit the same to the concerned Raters for appropriate action.

B. Validation of non-teaching personnel (Division level) including ADAS/ADOF shall be done by the Division PMT on August 1 and 2, 2019 at the Division Social Hall.

2. Concerned personnel for validation both teaching and non-teaching shall bring their OPCR/IPCR with Rating. They shall present their MOVs showing their Outstanding Accomplishment.
3. Those who were rated Satisfactory shall bring with them MOVs to support their Rating per KRA.
4. The Division/School PMTs shall facilitate the conduct of the validation process and shall adopt its own internal rules, procedures, and strategies in carrying out the responsibilities provided for in Section 60, v, page 14, DepED Order No. 2, s. 2019.
5. Travelling, snacks/meals and other expenses incidental to their participation in the said activity shall be chargeable against **Division/School MOOE Funds** subject to usual accounting and auditing rules and regulations.
6. This Memorandum serves as AUTHORITY TO TRAVEL.
7. Wide and immediate dissemination of the Memorandum is highly desired.


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Schools Division Superintendent