



Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

No. **675** s. 2025

13 OCT 2025

**SUBMISSION OF FY 2023 PERFORMANCE-BASED BONUS (PBB) FORM 1.0**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
All School Heads Concerned (Public)  
All Others Concerned

1. In reference to the result of the FY 2023 Performance Based Bonus Revised Final Eligibility Assessment issued by the Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring, Information and Reporting Systems (AO25 IATF). Based on the criteria and conditions under Section 4.0 of the AO 25 IATF Memorandum Circular No. 2023-1, the Department of Education (DepEd) has obtained a score of 80 points. Accordingly, DepEd has been declared eligible for the grant of the FY 2023 PBB, subject to the isolation of the units primarily accountable for identified non-compliances.

2. In this light, all public elementary and secondary schools in the Schools Division of the City of Batac are advised to **accomplish, validate, and submit Form 1.0** via the official link provided. The link will contain: (a) the Submission Folder, (b) the Form 1.0 Template, and (c) Reference Materials for FY 2023 PBB.

3. The validated and duly signed Form 1.0 per submitting unit shall be uploaded in both Excel and PDF formats **on or before 5:00 p.m. of October 14, 2025** through the upload link <https://tinyurl.com/PBB2023SDCB>. Email submissions will not be accepted.

4. School heads shall ensure completeness and accuracy of entries prior to submission. The School Head is responsible for ensuring that all eligible personnel are correctly listed in the unit's Form 1.0. The Schools Division Office will consolidate submissions as received. This Office shall not be liable for any omission of names of eligible employees arising from incomplete or inaccurate school submissions. Requests to add personnel after division consolidation will only be processed if a sound justification is provided.

5. To standardize tracking and avoid duplicate or ambiguous files, school heads must ensure that uploaded files shall follow the following file naming conventions:

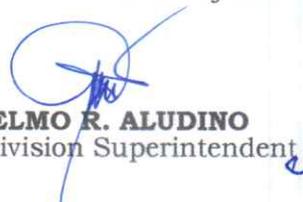
**a. School Level – Elementary:**

SDCB\_ELEM\_[SchoolID]\_[SchoolAbbrev]\_FORM1.0\_FY2023\_[YYYYMMDD]\_v01.[xlsx/pdf]

**b. School Level – Secondary:**

SDCB\_SEC\_[SchoolID]\_[SchoolAbbrev]\_FORM1.0\_FY2023\_[YYYYMMDD]\_v01.[xlsx/pdf]

6. Immediate dissemination and strict compliance of this Memorandum is enjoined.

  
**ANSELMO R. ALUDINO**  
Schools Division Superintendent

Encl.: As stated  
Reference: Memorandum DM-OUHROD-2025-2804  
To be included in the Perpetual Index  
Under the following subject:

INCENTIVES

SGOD/dro/ 25023 Submission of FY 2023 Performance-Based Bonus (PBB) Form 1.0



DepEd Batac City



batac.city@deped.gov.ph



www.csdbatac.com

Asuncion Street, 16-S Quiling Sur,  
City of Batac, Ilocos Norte  
Telephone No.: (077) 677-1993