



Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF THE CITY OF BATAC

14 JAN 2026

DIVISION MEMORANDUM

No. 031, s. 2026

**IMPLEMENTATION OF PERFORMANCE MANAGEMENT EVALUATION  
SYSTEM (PMES) FOR CY 2026**

TO : Assistant Schools Division Superintendent  
Unit and Section Heads  
Performance Management Team (PMT)  
Division RPMS Focal Person  
Public School Heads  
All Others Concerned

1. Republic Act No. 9155, the "Governance of Basic Education Act of 2001," decentralizes education governance by defining the roles and functions of the management levels along the education enterprise's core functional service areas. Included as a service area are quality assurance and accountability which inevitably utilizes monitoring and evaluation as an operating system.

2. DepEd Order No. 2, s. 2015, entitled: Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education, provided the guidelines, and the requirements for the management of the performance of all teaching and non-teaching personnel in the following phases:

- Phase I - Performance Planning and Commitment
- Phase II - Performance Monitoring and Coaching
- Phase III - Performance Review and Evaluation
- Phase IV - Performance Rewarding and Development Planning

3. The Schools Division of the City of Batac shall implement the **IMPLEMENTATION OF PERFORMANCE MANAGEMENT AND EVALUATION SYSTEM (PMES) FOR CY 2026**, dubbed as Division Program Implementation Review and Performance Assessment (PIRPA) which aims to monitor and evaluate the division and school operations to obtain data, particularly on how basic education services are being delivered and how division can assist schools for continuous improvement of learning outcomes efficiently and effectively.

4. Participants in the scheduled activities are requested to prepare a 5-minute video or slide deck presentation. Also, a copy of the O/IPC RF must be provided to the Performance Management Team (PMT) during the review.

5. Relative to the agency's compliance to promote equal opportunity in the service delivery in accordance with the principles of equity and fairness, the Performance Management Team (PMT) must exercise or adhere to the Equal Opportunity Principle (EOP) with non-discriminatory and non-bias and fair rating of all employees regardless of sex/ gender, age, civil status, religion, race, family background, socio-economic status, among others. Unit/Section heads and school heads shall also eliminate barriers that may be encountered, including the elimination of discriminatory criteria on conducting mentoring, coaching, and performance evaluation.



6. Expenses relative to the conduct of the activities shall be charged against the GAS-GMS subject to the usual accounting and auditing rules and regulations.

7. Herein attached are the following for reference:

Enclosure 1: Schedule of Activities

Enclosure 2: List of Participants

Enclosure 3. Specific Details of the Validation of MOVs

Enclosure 4. Specific Objectives per School Year

8. For information and guidance.

  
**ANSELMO R. ALUDINO**  
Schools Division Superintendent

Encl.: As stated

Reference: DO 2, s. 2015

To be included in the Perpetual Index

Under the following subject:

Performance

Evaluation

NMU/DM-PMES2026  
26003/January 13, 2026

## Annex 1. Schedule of Activities

DATE	ACTIVITY	PARTICIPANTS
January 27-28, 2026, Tuesday-Wednesday	2025 Performance Validation for SDO Employees	SDO Employees and PMT
February 2-3, 2026, Monday-Tuesday	Mid-Year Program Implementation Review and Performance Assessment (PIRPA) for School Heads	Elementary and Secondary School Heads, PMT
April 16-17, 2026, Thursday- Friday	SY-End Program Implementation Review and Performance Assessment (PIRPA) for School Heads	Elementary and Secondary School Heads, PMT
April 21-22, 2026, Tuesday-Wednesday	SY 2025-2026 Performance Validation for School Leaders	School Heads, Master Teachers, Head Teachers and PMT
July 7-8, 2026, Tuesday-Wednesday	Mid-Year Program Implementation Review and Performance Assessment (PIRPA) for SDO	SDO Unit and Section Heads, PMT
July 15-16, 2026, Wednesday-Thursday	Review of BEDP, DEDP and previous targets vis-à-vis performance	Top Management, Functional Division Heads, PMT
July 21-22, 2026, Tuesday-Wednesday	Performance Plan and Commitment for SY 2026-2027 for School Heads	Elementary and Secondary School Heads, PMT
July 23, 2025, Thursday	Cascading of approved performance targets from the SDO Level to Functional Division level	Top Management, Functional Division Heads, PMT
September 9-10, 2026, Wednesday-Thursday	Performance Plan and Commitment Presentation for CY 2027 for SDO	SDO Unit and Section Heads, PMT
October 14-15 Wednesday-Thursday	Review and Approval of Plans and Targets	SDO Unit and Section Heads, PMT
Dec 16-17, 2026, Wednesday-Thursday	Year-end Program Implementation Review and Performance Assessment (PIRPA) for SDO	SDO Employees and PMT

**Venue: SDO Conference Hall**

## Annex 2. List of Participants

### A. All Public School Heads B. All Master Teachers and Head Teachers

### C. Schools Division Office Unit and Section Heads

#### Office of the Schools Division Superintendent

1. Mark Anthony A. Bensan
2. Gerwin V. De la Rosa
3. Jaquelyn P. Mendoza
4. Jennifer C. Bungubung
5. Joel P. Malunao
6. Angelica D. Obiano
7. Veronica A. Cabangisan
8. Jadley Mel P. Piso
9. Reyna Monique L. Lanuza

#### Curriculum Implementation Division

1. Marilou B. Sales, EdD	7. Allan B. Garcia
2. Zorayda S. Paguyo, EdD	8. Joycelyn P. Perido
3. Eldefonso C. Natividad, EdD	9. Aileen V. Joaquin
4. Marilou P. Omotoy, EdD	10. Jhonrey D. Ortal, EdD
5. Opresinia Z. Castillo	11. Geraldine O. Lao-at, PhD
6. Aubrey Marie R. Oasay, PhD	12. Divelyn P. Maddela
	13. Gladys B. Lampitoc

#### School Governance and Operation Division

1. Nemalyn M. Ulep	7. Rhaian A. Gamet
2. Adelaida P. Mangal-lan	8. Maritess D. Diego, MD
3. Jocelyn L. Aribuabo, PhD	9. Dentist II
4. Dolores A. Ubiña	10. Edwin V. Tangonan
5. Mark Louie P. Duldulao	11. Angelo M. Bangcud
6. Gilbert P. Isla, EdD	12. Deejay R. Opelac

### D. Performance Management Team

Chairman: Arnel S. Bandiola

Members: Nemalyn M. Ulep (*Chief Education Supervisor: SGOD*)  
Joel P. Malunao (*Administrative Officer V*)  
Jennifer C. Bungubung (*Accountant III*)  
Deejay R. Opelac (*Planning Officer III*)  
Jenelyn B. Asuncion (*PESPA Representative*)  
Ditas B. Domingo (*NAPSSH Representative*)  
Wilfredo E. Bonagua (*Elementary Teacher Association Representative*)  
Joe Jayson Caletena (*Secondary Teacher Association Representative*)  
Eldefonso B. Natividad, Jr. (*NEU Representative*)

RPMS Coordinator: Nemalyn M. Ulep

Alternate: Dolores A. Ubiña

Secretariat: Jadley Mel P. Piso

Kristine Joy B. Galasinao  
Chrisse Julianne R. Pugat  
Mark Louie P. Duldulao

Observer: FPTA President

**Enclosure 3.**

**SPECIFIC DETAILS OF THE VALIDATION of MOVs**

**A. For Schools:**

<b>Key Result Areas (KRAs)</b>	<b>PMT In-Charge</b>
KRA 1	Nemalyn M. Ulep / Joe Jayson Caletena
KRA 2	Eldefonso B. Natividad, Jr. / Ditas B. Domingo
KRA 3	Jennifer C. Bungubung
KRA 4	Deejay R. Opelac
KRA 5	Joel P. Malunao / Wilfredo E. Bonagua
KRA 6 / Plus Factor	Jenelyn B. Asuncion

**B. For Schools Division Office (SDO)**

<b>KRA No.</b>	<b>PMT In-Charge</b>
1	Nemalyn M. Ulep
2	Eldefonso B. Natividad, Jr. / Joe Jayson Caletena
3	Jennifer C. Bungubung
4	Deejay R. Opelac
5	Joel P. Malunao / Wilfredo E. Bonagua
6 - 8	Jenelyn B. Asuncion / Ditas B. Domingo
Plus Factor	Any member of the PMT not from own unit/section

Chairperson: Arnel S. Bandiola

Secretariat: Jadley Mel P. Piso  
Mark Louie P. Duldulao  
Chrisse Julianne R. Pugat