



REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF EDUCATION
 Region XI
 City Schools Division of Digos

Division Memorandum No. 427 s. 2016

To: **Public Schools District Supervisors
 Public Elementary and Secondary School Administrators**

From: *suu*
DEE D. SILVA, DPA, CESO VI
 Schools Division Superintendent

DepEd Schools Division of Digo:

RELEASED
 7257

Date: **AUG 10 2016** Time: 10:00

By: *DB*

Subject: **Division Performance Review and Evaluation Committee (DPREC)**

Date: August 08, 2016

1. The following are hereby designated to compose the Division Performance Review Committee (DPREC), to wit;

Functions	Name	Position
Chairman	Emmanuel P. Hugo	Chief EPS, SGOD
Members:	Airon M. Alejandro	PO III
	Noreliza A. Misal	Accountant III
	Francis Jude D. Alcomendras	AO V
	Sollie B. Oliver	EPS I
	Jonathan E. Rellon	Principal II
	Marlyne D. Pavino	Teacher I
Observer:	Peter July Sorongon	PTA Federated President
Secretariat:	Aleli M. Chiong	AO IV

2. In view thereof, they are expected to perform the functions and responsibilities of the Members of the DPREC which shall include the following:
 - a. Select the DepEd-recognized CSO that will act as observer in all PREC meetings and discussions;
 - b. Form a team to conduct the orientation and information dissemination activities especially on the rationale, criteria, and process for the grant of PBB;
 - c. Immediately convene en banc to agree on the basics in performance review and evaluation particularly on the process and timelines. The PPREC Chair shall assign specific tasks to each member to expedite the process of performance review and evaluation;

- d. Implement the performance review and evaluation as stipulated in this Order;
 - e. Gather necessary data, information and/or documents to be used as bases for performance review and evaluation, and ensure reliability, completeness, and correctness of these data, information and/or documents;
 - f. Regularly report to the head of office/unit on the status of performance review and evaluation and discuss pressing issues and concerns. Documentation thereof is required for onward submission to the NPREC;
 - g. Ensure that PBB is implemented before the end of the fiscal year;
 - h. Address all queries and clarifications related to the implementation of PBB under their respective jurisdiction; and
 - i. Set up a feedback mechanism to ensure that the results of the performance review and evaluation are conveyed to and discussed with all delivery units and personnel, and to ensure that the results are used as a tool in strategic planning and encouraging better performance in the future;
3. The NPREC Secretariat shall also act as PBB National Secretariat.
 4. All other issuances which are inconsistent to this memorandum are hereby repealed or rescinded.
 5. Please be guided accordingly.