

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



PPRD-RM-2023-422

18 July 2023

Regional Memorandum
No. 422, s. 2023

**SUBMISSION OF THE CESPES FORM NO.001
(RATEE INFORMATION SHEET) FOR THE
FIRST SEMESTER OF CY 2023**

To

**Assistant Regional Director
Schools Division Superintendents/OIC-SDSs
Assistant Schools Division Superintendents/OIC-ASDSs**

1. This is in reference with the attached copy CESB Circular No.1, series of 2023 issued by the Office of the Chairperson of the Career Executive Service Board and Civil Service Commission regarding the online Career Executive Service Performance Evaluation System (CESPES) for the First Semester of CY 2023.
2. Everyone is reminded that the period of accomplishment for the first semester (January-June) of CY 2023 Online CESPES has began on July 1, 2023 and must be completed on or before August 31, 2023 via **www.cesboard.gov.ph**
3. In adherence to this requirement, all third-level officials, including those serving in an Officer-In-Charge (OIC) capacity, are required to submit the soft copy in MS Word Format and scanned signed copy of the duly accomplished **CESPES Form No. 001 (Ratee Information Sheet)** for January-June 2023. Soft copy of the Form No. 001 can be downloaded through **bit.ly/CESPES_RIS**.
4. The Administrative Services Division (ASD) shall encode in the online system all the information found in the submitted RIS. Afterward, the following concerned officials and employees will receive an e-mail notification containing instructions and a link:
 - a) The Third Level Official (Ratee) who is responsible for accomplishing the Office Performance Commitment and Review Form (OPCRF);
 - b) The Immediate Supervisor (Superior Rater) who will approve or disapprove the PCRf of the Ratee. Additionally, the Superior Rater is tasked with assessing the Ratee's executive/managerial competence.
 - c) Subordinate/Peer Raters are responsible for evaluating the Ratee's executive/managerial competence.

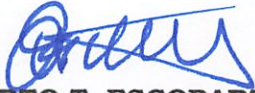



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
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5. Should there be inquiries and clarifications, please feel free to email ard.calabarzon@deped.gov.ph, admin.calabarzon@deped.gov.ph or pprd.calabarzon@deped.gov.ph. Additionally, concerns may be addressed to the Performance Management and Assistance Division (PMAD) at the Career Executive Service Board through landline numbers (02) 951-4986, 951-4981, local 110, 111, and 126.
6. For information and strict compliance.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 

07/RO1/RO2



Republic of the Philippines
CAREER EXECUTIVE SERVICE BOARD

No. 1 Makati West Street, Indena Hills Subd., | Tel. Nos. +63 2 951 4981 to 88
 Dep. High Sprng., Diliman, Quezon City 1127 | Website: www.cesboard.gov.ph



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Circular No. 1
 Series of 2023

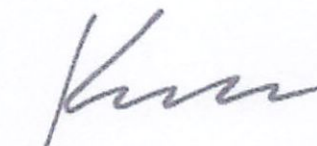
FOR : ALL HEADS OF DEPARTMENTS AND AGENCIES OF THE
 NATIONAL GOVERNMENT AND ALL OFFICIALS IN THE
 CAREER EXECUTIVE SERVICE (CES)

SUBJECT : ONLINE CAREER EXECUTIVE SERVICE PERFORMANCE
 EVALUATION SYSTEM (CESPES) FOR FIRST SEMESTER CY 2023

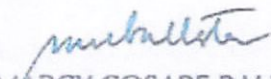
This is to formally inform all departments/agencies covered by the Career Executive Service (CES) and all its CES officials on the conduct of the performance review and evaluation for the 1st Semester CY 2023 rating period pursuant to the Career Executive Service Board (CESB) Resolution No. 1445 dated 25 January 2019, entitled *Revised Guidelines on Strengthening Performance Accountability through the Enhanced CESPES*.

The Online CESPES Portal shall be open via the website www.cesboard.gov.ph from 1 July 2023 to 31 August 2023 to enable the designated HR/CEPES Coordinators and the Ratee Officials (ROs) to accomplish the Ratee Information Sheets and Performance Commitment and Review Forms, respectively and the Superiors, Subordinates, and Peers to rate the ROs for the said period.

For your information and guidance.


 ATTY. KARLO ALEXEI B. NOGRALES
 Chairperson
 Career Executive Service Board
 and Civil Service Commission

Attested by:


 MARIA MARCY COSARE-BALLESTEROS, CESO II
 Executive Director