



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



18 September 2025

Regional Memorandum
No. 698, s. 2025

**ORIENTATION ON THE REVISED DEPED ORDER (DO) ON
THE RESULTS-BASED PERFORMANCE MANAGEMENT
(RPMS) GUIDELINES FOR APPROVING AUTHORITIES**

To: **Schools Division Superintendents**

1. Relative to DM-OUHROD-2025-2424, the Bureau of Human Resource Management and Organizational Development, will conduct an **Orientation-Training on the Results-based Performance Management (RPMS) Guidelines for Approving Authorities** for Luzon and Visayas Cluster (Regions IV-A, IV-B, V, VI, NIR, and VII) on **October 15 – 17, 2025** in Cebu.
2. The objectives of the activity for the Approving Authorities are the following:
 - a. Identify and clarify the critical roles and responsibilities in the implementation of performance management policy in the Department;
 - b. Equip with the necessary tools, criteria, and best practices for fair and effective performance reviews and evaluation;
 - c. Reinforce skills in conducting coaching and feedback mechanism and professional development initiatives for performance enhancement, and
 - d. Understand the rationale for revising RPMS guidelines and discuss its possible key changes.
3. Superintendents / Assistant Schools Division Superintendents are the target participants in the orientation-training. Kindly refer to **Annex A** for the list of DepEd officials requested to attend.
4. For confirmation of attendance, please accomplish the **Online Registration Form** at <https://tinyurl.com/PMESOrientationTraining> on or before September 22, 2025.
5. All confirmed participants are required to read the article, "**How to Conduct a Great Performance Review**" by Frank V. Cespedes prior to workshop which can be accessed at <https://hbr.org/2022/07/how-to-conduct-a-great-performance-review>.
6. Meals and accommodation of the participants shall be provided by BHROD – HRDD with the following details:




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



Certificate No. PHP QMS
22 93 0085

CLUSTER	FIRST MEAL	LAST MEAL
Luzon and Visayas: IV-A, IV-B, V, VI, NIR, and VII	October 15, 2025 Lunch	October 17, 2025 Lunch

7. Travel expenses of the participants shall be charged against their local funds, subject to existing budgeting, accounting, and auditing rules and regulations.
8. For questions and/or concerns, please contact BHRD-HRDD through Ms. Patricia Noelle R. Bongalos, or Ms. Ma. Mystica P. Esparas-Yu Oh at telephone no. (02) 8470-6630 or email at bhrod.hrdd@deped.gov.ph.
9. Immediate dissemination of the Memorandum is hereby enjoined.


ATTY. ALBERTO T. ESCOBARTE, CESO II
 Regional Director

cc: 06/ROH09/ROH01



ORD-UM01-2025-719

Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2025-2424

TO: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
All Others Concerned

FROM:


WILFREDO E. CABRAL

Undersecretary

Human Resource and Organizational Development

SUBJECT:

**ORIENTATION ON THE REVISED DEPED ORDER (DO) ON
THE RESULTS-BASED PERFORMANCE MANAGEMENT
(RPMS) GUIDELINES FOR APPROVING AUTHORITIES**

DATE:

22 August 2025

In alignment with the Department's commitment to strengthen its Performance Management and Evaluation System (PMES) and to support the attainment of Civil Service Commission (CSC) Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) Level III, the Bureau of Human Resource and Organizational Development, through the Human Resource Development Division (HRDD), will conduct a series of **Orientation-Training sessions on the Revised DepEd Order on the Results-based Performance Management (RPMS) Guidelines for Approving Authorities**.

The series of orientation-training shall be as follows:

Activity Cluster/Batch	Participant Details	Schedule*	Venue*
Luzon Cluster: Regions NCR, CAR, I, II and III	<ul style="list-style-type: none">Schools Division Superintendents (SDS)/ Assistant SDS (ASDS)Regional Directors (RDs)/Assistant RDs (ARDs)	October 7-9, 2025 (including travel dates)	Metro Manila



Activity Cluster/Batch	Participant Details	Schedule*	Venue*
Central Office	<ul style="list-style-type: none"> Bureau and Service Directors (Director IV or Director III) Assistant Secretaries Undersecretaries 	October 13, 2025	DepEd CO or to be conducted online via MS Teams platform
Luzon and Visayas Cluster: Regions IV-A, IV-B, V, VI, Negros Island and VII	<ul style="list-style-type: none"> SDS/ASDS RDs/ARDs 	October 15-17, 2025 (including travel dates)	Cebu
Visayas and Mindanao Cluster: Regions VIII, IX, X, XI, XII and CARAGA	<ul style="list-style-type: none"> SDS/ASDS RDs/ARDs 	October 28-30, 2025 (including travel dates)	Davao

*Schedule may be subject to change; exact venue to be announced in a separate advisory

These sessions aimed at orienting our Approving Authorities to be able to:

1. Identity and clarify the critical roles and responsibilities in the implementation of performance management policy in the Department;
2. Equip with the necessary tools, criteria and best practices for fair and effective performance reviews and evaluation;
3. Reinforce skills in conducting coaching and feedback mechanisms and professional development initiatives for performance enhancement; and
4. Understand the rationale for revising RPMS guidelines and discuss its possible key changes.

DepEd officials listed in **Annex A** are requested to participate in the orientation-trainings and are directed to review **Annex B** for the registration process not later than **22 September 2025** and pre-work assignment prior to the scheduled activities.

Meals and accommodation of the participants in the activities shall be provided by BHRD-HRDD, with the following details:

Activity Cluster/Batch	First Meal	Last Meal
Luzon Cluster: Regions NCR, CAR, I, II and III	Lunch October 7, 2025	Lunch October 9, 2025
Central Office	AM Snack October 13, 2025	PM Snack October 13, 2025
Luzon and Visayas Cluster: Regions IV-A, IV-B, V, VI, Negros Island and VII	Lunch October 15, 2025	Lunch October 17, 2025
Visayas and Mindanao Cluster: Regions VIII, IX, X, XI, XII and CARAGA	Lunch October 28, 2025	Lunch October 30, 2025

Travel expenses of the participants shall be charged against their local funds, while CO program management team and resource person shall be charged against OPDNTF Current Fund 2025, subject to existing budgeting, accounting, and auditing rules and regulations.

For questions and/or concerns, please contact BHRD-HRDD through **Ms. Patricia Noelle R. Bongalos** or **Ms. Ma. Mystica P. Esparas-Yu Oh** at telephone no. (02) 8470-6630 or email at bhrod.hrdd@deped.gov.ph.

For your action.

**Luzon and Visayas Cluster (Regions IV-A, IV-B, V, VI, Negros Island and VII) |
October 15-17, 2025**

Name	Position	Regional Office
1. Alberto T. Escobarte	Regional Director	IV-A
2. Nicolas T. Capulong	Regional Director	IV-B
3. Gilbert T. Sadsad	Regional Director	V
4. Cristito A. Eco (OIC)	Regional Director	VI
5. Ramir B. Uytico	Regional Director	Negros Island Region
6. Salustiano T. Jimenez	Regional Director	VII
7. Marites A. Ibañez	Schools Division Superintendent	IV-A – Batangas Province
8. Rosemarie D. Torres	Schools Division Superintendent	IV-A - Cavite
9. Editha M. Atendido	Schools Division Superintendent	IV-A - Laguna
10. Rommel C. Bautista	Schools Division Superintendent	IV-A - Quezon
11. Doris DJ. Estalilla	Schools Division Superintendent	IV-A - Rizal
12. Lerma L. Flandez	Schools Division Superintendent	IV-A - Antipolo City
13. Babylyn M. Pambid	Schools Division Superintendent	IV-A - Bacoor City
14. Hermogenes M. Panganiban	Schools Division Superintendent	IV-A - Batangas City
15. Arlene S. Ricasata (OIC)	Schools Division Superintendent	IV-A - Biñan City
16. Christopher R. Diaz	Schools Division Superintendent	IV-A - Cabuyao City
17. Merthel M. Evardome	Schools Division Superintendent	IV-A - Calamba City
18. Gregorio A. Co, Jr. (OIC)	Schools Division Superintendent	IV-A - Cavite City
19. Elias A. Alicaya, Jr. (OIC)	Schools Division Superintendent	IV-A - Dasmariñas City
20. Homer N. Mendoza (OIC)	Schools Division Superintendent	IV-A - Imus City
21. Felizardo O. Bolaños	Schools Division Superintendent	IV-A - Lipa City
22. Susan DL. Oribiana	Schools Division Superintendent	IV-A - Lucena City
23. Gerlie M. Ilagan	Schools Division Superintendent	IV-A - San Pablo City
24. Hereberto Jose D. Miranda	Schools Division Superintendent	IV-A - Sta. Rosa City
25. Nicolas M. Burgos	Schools Division Superintendent	IV-A - Tanauan City
26. Celedonio B. Balderas, Jr.	Schools Division Superintendent	IV-A - Tayabas City
27. Ivan Brian L. Inductivo	Schools Division Superintendent	IV-A - General Trias City
28. Phillip B. Gallendez	Schools Division Superintendent	IV-A - San Pedro City

29. Neil G. Angeles	Schools Division Superintendent	IV-A - Sto. Tomas City
30. Lynn G. Mendoza (OIC)	Schools Division Superintendent	IV-B - Marinduque
31. Loida P. Adornado (OIC)	Schools Division Superintendent	IV-B - Occidental Mindoro
32. Maria Luisa D. Servando	Schools Division Superintendent	IV-B - Oriental Mindoro
33. Nicolas T. Capulong (OIC)	Schools Division Superintendent	IV-B - Palawan
34. Roger F. Capa	Schools Division Superintendent	IV-B - Romblon
35. Susana M. Bautista	Schools Division Superintendent	IV-B - Calapan City
36. Laida M. Lagar-Mascareñas	Schools Division Superintendent	IV-B - Puerto Princesa City
37. Nene R. Merioles	Schools Division Superintendent	V - Albay
38. Crestito M. Morcilla	Schools Division Superintendent	V - Camarines Norte
39. Norma B. Samantela	Schools Division Superintendent	V - Camarines Sur
40. Ma. Jeany T. Abayon (OIC)	Schools Division Superintendent	V - Catanduanes
41. Raymundo M. Cantojos	Schools Division Superintendent	V - Masbate
42. Jose L. Doncillo	Schools Division Superintendent	V - Sorsogon
43. Mariano B. De Guzman	Schools Division Superintendent	V - Iriga City
44. Danilo E. Despi	Schools Division Superintendent	V - Legazpi City
45. Nympha D. Guemo	Schools Division Superintendent	V - Ligao City
46. Susan S. Collano	Schools Division Superintendent	V - Naga City
47. William E. Gando	Schools Division Superintendent	V - Sorsogon City
48. Fatima D. Buen	Schools Division Superintendent	V - Tabaco City
49. Feliciano C. Buenafe, Jr.	Schools Division Superintendent	VI - Aklan
50. Nicasio S. Frio	Schools Division Superintendent	VI - Antique
51. Roel F. Bermejo	Schools Division Superintendent	VI - Capiz
52. Novelyn M. Vilchez	Schools Division Superintendent	VI - Guimaras
53. Ernesto F. Servillion, Jr.	Schools Division Superintendent	VI - Iloilo
54. Ma. Luz M. De Los Reyes	Schools Division Superintendent	VI - Iloilo City
55. Ma. Roselyn J. Palcat	Schools Division Superintendent	VI - Passi City

Annex B

I. Participant's Registration Process

For confirmation of attendance, please accomplish the **Online Registration Form** on or **before 22 September 2025**:

Registration Link : <https://tinyurl.com/PMESOrientationTraining>

QR Code :



II. Participant's Pre-Work Assignment

To prepare for an engaging and insightful session on performance management led by an esteemed adjunct faculty member from the Asian Institute of Management (AIM), all confirmed participants are required to read the article "**How to Conduct a Great Performance Review**" by Frank V. Cespedes prior to the workshop.

This article, published by Harvard Business Review, provides valuable insights into effective performance review practices and will serve as a foundation for our discussions.

Article Details:

- **Title:** How to Conduct a Great Performance Review
- **Author:** Frank V. Cespedes
- **Source:** Harvard Business Review
- **Link:** <https://hbr.org/2022/07/how-to-conduct-a-great-performance-review>

Note: The article is freely accessible on the Harvard Business Review website, unless you have already viewed three (3) articles this month, in which case a subscription may be required.