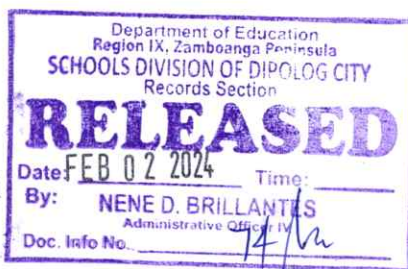




Republic of the Philippines
Department of Education
 REGION IX – ZAMBOANGA PENINSULA
 SCHOOLS DIVISION OF DIPOLOG CITY



February 1, 2024

DIVISION MEMORANDUM

No. 74, s. 2024

ADDENDUM TO DIV. MEMORANDUM NO. 48 s. 2024 re: RECONSTITUTION OF SDO PERFORMANCE MANAGEMENT TEAM (PMT)

TO: All Schools Division Office Personnel
 All Field Personnel
 This Division

Relative to the composition of Schools Division Office Performance Management Team indicated in DepEd Order 7,s.2021, the SDO-PMT is hereby constituted as follows:

	PRIMARY	ALTERNATE
Chairperson	ROSALIO B. CONTURNO JR. OIC-ASDS	
Members	AMELINDA D. MONTERO CID Chief	ZYHRINE P. MAYORMITA EPSVR
	NUR N. HUSSIEN SGOD Chief	RONILLO S. YARAG EPSVR
	RANDYL A. GERAGA OIC - AO V-Admin.	LOVE L. RICAFORT AO IV-Personnel
	ANA RIVA E. LANAT Accountant III	RANDYL A. GERAGA AO V-Budget
	MARIE ANTOINETTE F. NAZARETH Planning Officer	RAMBELLE C. FLORES SEPS-HRTD
	EDGARDO S. CABALIDA EPSVR/NEU President	NEIL NONATO F. SEBASTIAN EPS II-SMME
	JOSELITO S. TIZON SSP IV/NAPSSHI	MA. LISA E. VALDEHUEZA SP
	REMEGIO D. GABONADA SSP IV / PESPA	SUNNY O. ZAPANTA SP III
Secretariat	DEBORAH MAE L. ALEJO AO IV-Supply	SARAH MAE C. ARANAS ADAS II

This memorandum shall take effect immediately. All other issuances and previous orders inconsistent hereof are hereby repealed or modified accordingly.

For information, guidance, and compliance.


MA. LIZA R. TABILON, EdD, CESO V
 Schools Division Superintendent



**PERFORMANCE MANAGEMENT TEAM (PMT)
DIPOLOG CITY DIVISION
CALENDAR OF ACTIVITIES
CY 2024**

Event Type Labels
submission/ deadline
meeting
event

January 2024						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January

01/08-12/2024 2024 IPCRF Commitment (Non-Teaching)

February 2024						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

February

02/01/2024 Regular PMT Meeting
02/06/2024 Validation and Determination of the upper 5% of all personnel in the division in the grant of Step Increment due to Meritorious Performance (Teaching and Non-Teaching)

March 2024						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

March

Coaching and Mentoring

April 2024						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

April

Regular PMT Meeting
Coaching and Mentoring

May 2024						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May

Coaching and Mentoring

June 2024						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

June

SY2023-2024 IPCRF Rating Phase (Teaching)
SY2024-2025 IPCRF Commitment (Teaching)

July 2024						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

July

2024 IPCRF Review/Mentoring and Coaching
(Non-Teaching)

Regular PMT Meeting

August 2024						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August

Coaching and Mentoring

September 2024						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

September

Coaching and Mentoring

October 2024						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

October

10/05/2024 World Teacher's Day

Regular PMT Meeting

November 2024						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

November

Coaching and Mentoring

December 2024						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				


December

2024 PRAISE Awarding

2024 IPCRF Rating Phase (Non-Teaching)

SY2024-2025 IPCRF Review/Mentoring and
Coaching (Teaching)

Prepared by:


MARIE ANTOINETTE F. NAZARETH
Planning Officer III
Member-PMT

Noted:


ROSALIO B. CONTURNO, JR., PhD
OIC-Asst. Schools Division Superintendent