



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

Office of the Schools Division Superintendent

February 14, 2023

DIVISION MEMORANDUM
No.0056, s. 2023

**SUBMISSION OF REPORT RELATIVE TO THE GRANT OF PERFORMANCE-BASED
BONUS (PBB) FOR FY 2021**

TO: All Section Heads
All School Heads, Elementary and Secondary
All Non-Teaching School Personnel
All Concerned Personnel

Pursuant to the attached DM-OUHROD-2023-0112 dated January 24, 2023, relative to the report preparations for the grant of the Performance-Based Bonus (PBB) for FY 2021, the DepEd Central Office, through the National PBB Secretariat, is requesting the Regional Office through its Division Offices to gather information that will be used as basis for the ranking of the delivery units in the regional and division level.

The following are the data requirements needed in the accomplishment of the prescribed PBB forms:

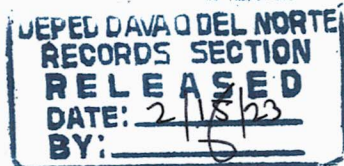
- a. 2021 Office Performance Commitment and Review Form (OPCRF) of School Heads;
- b. SY 2021-2022 Individual Performance Commitment and Review Form (IPCRF) of First and Second Level employees, including officials holding managerial and Director positions but are neither Presidential appointees nor covered by the Career Executive Service Performance Evaluation System (CESPES);
- c. 2021 CESPES ratings of Third Level officials and all incumbents of Career Executive Service (CES) positions;
- d. FY 2021 Statement of Assets, Liabilities and Net Worth (SALN);
- e. Liquidation of Cash Advances received in FY 2021 of Schools Division Offices;
- f. Liquidation of FY 2021 school Maintenance and Other Operating Expenses (MOOE) of Elementary Schools and other Non-Implementing Schools (Secondary Schools);
- g. Timeliness of submission of liquidation reports of Elementary Schools and other Non-Implementing Schools (Secondary Schools);
- h. FY 2021 Budget Utilization Rates based on obligations as of December 31, 2019 of Implementing Units (Secondary Schools) and Schools Division Offices; and
- i. Timeliness of submission of Budget Financial Accountability Report (BFARs) of Elementary Schools and other Non-Implementing Units (Secondary Schools).



Attached are copies of the DM-OUHROD-2023-0112 and OM-OUHROD-2022-0047 on the Applicable Guidelines on the Grant of Performance-Based Bonus to the Department of Education Employees and Officials for Fiscal Year 2021, for your ready reference.

The deadline for the submission for the said report will be on February 15, 2023. Please be guided accordingly.

For the Schools Division Superintendent:



REBECCA C. SAGOT, CESO VI
Assistant Schools Division Superintendent

