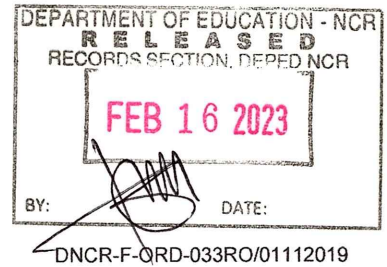




Republic of the Philippines  
**Department of Education**  
NATIONAL CAPITAL REGION



**MEMORANDUM**

No. NCR 088 s. 2023

**TO :** **SCHOOLS DIVISION SUPERINTENDENTS**

**FROM :** **WILFREDO E. CABRAL, CESO III**  
Regional Director

**SUBJECT :** **FY 2021 PBB ONLINE ORIENTATION AND REPORT SUBMISSION**

**DATE :** February 15, 2023

1. Enclosed is a copy of Memorandum DM-OUHROD-2023-0228 on the submission of reports for FY 2021 Productivity Based-Bonus. Attention is particularly invited to the Report Submission: items 1-5, for information and guidance.
2. In this connection, soft copies of the guidelines and prescribed forms, were already send to the group of AO IV, for reference.
3. Deadline for submission of Form 1.0 is on or before February 27, 2023 at 12:00 noon in soft copy through email address [pbb.ncr@deped.gov.ph](mailto:pbb.ncr@deped.gov.ph) , to give time for validation and consolidation, prior to submission to BHROD-PD on February 28, 2023.
4. For immediate compliance.





Republika ng Pilipinas

# Department of Education

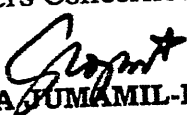
OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT,  
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES, AND  
TEACHER EDUCATION COUNCIL SECRETARIAT

## MEMORANDUM

DM-OUHROD-2023- 6228

TO : Regional Directors  
Regional Performance Management Teams  
All Others Concerned

FROM :  **GLORIA TUMAMIL-MERCADO**  
*Undersecretary for Human Resource and Organizational Development,  
National Educators Academy of the Philippines, and  
Teacher Education Council Secretariat*

SUBJECT : **FY 2021 PBB ONLINE ORIENTATION AND REPORT SUBMISSION**

DATE : February 13, 2023

This pertains to the letter from the Inter Agency Task Force on the Harmonization of National Government Performance Monitoring, Information and Reporting Systems (AO25 Secretariat) dated 26 January 2023 informing that the Department of Education is eligible for the grant of FY 2021 Performance-Based Bonus (PBB). In addition, the Department is given until March 17, 2023 to submit all the Reports on Ranking of Offices/Delivery units (Form 1.0).

### Online Orientation

In view hereof, the Bureau of Human Resource and Organizational Development – Personnel Division (BHROD-PD) will conduct the **FY 2021 PBB Online Orientation (via MS Teams) on February 17, 2023 (Friday) from 9:00 am to 12:00 noon**, with the following objectives:

1. To capacitate the Regional Office Performance Management Teams (RO PMTs) on the changes in the PBB Multiyear Guidelines, reports/templates, and process of submission;
2. To secure the commitment of the RO PMTs specifically on the deadline of submission; and
3. To provide directives in the implementation of FY 2021 PBB.

The following personnel are requested to attend said orientation:

1. Chairperson/Representative of the Regional Office Performance Management Team (RO-PMT);
2. Administrative Officer V of the RO-Personnel Unit; and

3. Personnel directly in-charge in the preparation of PBB reports.

The above participants must confirm their attendance by registering to the link: <https://bit.ly/FY2021PBBRegistration> on or before February 16, 2023, Thursday.

**Report Submission**

In preparation for the said activity and to ensure the submission of all Forms 1.0 on or before **February 28, 2023, Wednesday**, RO-PMTs are requested to gather all the individual eligibility requirements pursuant to the attached guidelines from the IATF and start filling in the Form 1.0:

1. 2021 Office/Individual Performance Review and Commitment Form;
2. CESPES Rating of the Third Level Officials;
3. 2020 Statement of Assets, Liabilities and Net worth;
4. List of employees with unliquidated cash advances received in FY 2021; and
5. List of employees with meted penalty for FY 2021.

Attached are copies of the guidelines and prescribed forms, for ready reference.

For further clarifications and/or queries, please contact Ms. Jenelyn W. Flores of the BHROD-PD thru telephone number 02-86339345 or email at [pbb.secretariat@deped.gov.ph](mailto:pbb.secretariat@deped.gov.ph).

*BHROD-PD/Flores*