



REPUBLIKA NG PILIPINAS

REPUBLIC OF THE PHILIPPINES

KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS

DEPARTMENT OF EDUCATION, CULTURE AND SPORTS

DECS Complex, Meralco Avenue
Pasig City, Philippines



Sama-Sama
sa DECS

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

OCT 01 2001

DECS MEMORANDUM

No. 286 s. 2001

**ORIENTATION AND PILOT TESTING OF THE DECS
REVISED PERFORMANCE APPRAISAL SYSTEM**

1. In an Office Memorandum dated August 16, 2001, copy attached, Regional Directors were informed that the Civil Service Commission (CSC) has approved for pilot testing the DECS Revised Performance Appraisal System (DECS-PAS).
2. In this connection, the Committee tasked with the revision of the DECS-PAS will conduct a one-day orientation and pilot testing to selected participants representing the sub-systems in designated venues during the following dates:

Cluster A - Regions III, IV, V and NCR	N C R	October 22, 2001
Cluster B - Regions I, II and CAR	San Fernando City	October 26, 2001
Cluster C - Regions VI, VII and VIII	Cebu City	October 26, 2001
Cluster D - Regions IX, XI and XII	Davao City	October 29, 2001
Cluster E - Regions X and CARAGA	Cagayan de Oro City	October 29, 2001
3. A registration fee of Four Hundred Pesos (P400.00) to be collected and managed by the host region shall be charged each participant to cover lunch, snacks and other expenses.
4. The registration fee and travel expenses of the participants are chargeable against local funds, while transportation and other traveling expenses of the Committee and support staff coming from the Central Office are chargeable against DECS-CO funds, subject to the usual accounting and auditing rules and regulations.
5. The Committee shall coordinate with the Regional Directors of the selected venues to ensure the effective implementation of this activity.
6. The number of authorized participants, Committee members and support staff are listed in the attached schedule.
7. For the guidance and compliance of all concerned.

Ramon C. Bacani
RAMON C. BACANI
Undersecretary

Telefax: 637-42-11
Direct Line: 636-48-79

Encls.:

As stated

Reference:

Office Memorandum dated August 16, 2001

Allotment: 1—(D.O. 50-97)

To be indicated in the Perpetual Index
under the following subjects:

COMMITTEES
OFFICIALS



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**KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS**

DECS Complex, Meralco Avenue
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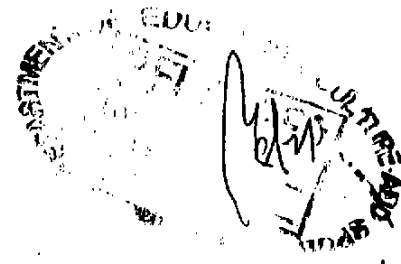


Sama-Sama
sa DECS

*Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary*

23105

August 16, 2001



MEMORANDUM

To : All Regional Directors

From : Undersecretary ERNESTO S. PANGAN

The Civil Service Commission (CSC) has finally approved for pilot testing the DECS Revised Performance Appraisal System (PAS), in compliance with the new policies and requirements cited in CSC Memorandum Circular No. 13, series of 1999.

In this connection, the Committee tasked with the revision of the DECS-PAS, will visit all regional offices to pilot-test and conduct an orientation on the use of the revised DECS-PAS beginning August 2001, pursuant to a Memorandum of this Office dated July 16, 2001. You will be informed of the date the Committee will visit your region.

We hope for your favorable cooperation in the effective implementation of this activity.

E.S.P.
E. S. PANGAN

Telefax: 637-42-11
Direct Line: 636-48-79

Revised DECS Performance Appraisal System (PAS) Regional Orientation

<i>PAS Instrument</i>	<i>Region/ Venue</i>	<i>Date</i>	<i>Staff</i>
1. PAST (Teachers) 2. School Administrators 3. Division Supervisors 4. District Supervisors 5. Educ. Prog. Spclst. I 6. Educ. Prog. Spclst. II 7. Senior Educ. Prog. Spclst. 8. Spvrg. Educ. Prog. Spclst. 9. Chief Educ. Prog. Spclst. 10. Educ. Research Asst. II 11. PASAG 12. Regional Supervisors 13. Reg'l. Asst. Chief Educ. Spvr. 14. Reg'l. Chief Educ. Spvr. 15. Guidance Counselor 16. Guidance Coordinator 17. Legal Officers	I (La Union) II (Tuguegarao) III (Pampanga) IV (Pasig) V (Ilegaspi City) VI (Iloilo City) VII (Cebu City) VIII (Leyte) IX (Zamboanga City) X (Cagayan de Oro) XI (Davao City) XII (Cotabato) CAR (Benguet) CARAGA (Butuan) NCR Central Office	1 day orientation and pilot testing from Oct. 22 to October 29, 2001	<i>Committee:</i> Mr. Bienvenido C. Villagracia Mr. Leovigildo P. Arellano Dr. Soledad Vargas Dr. Chona D. Castaño Dr. Demetria Manuel Ms. Rosita L. Santiago Ms. Iluminada S. Palaris Ms. Angelita Esdicol Ms. Leonila G. Joson Ms. Elsie Esmer <i>Support Staff:</i> Victoria Romblon Ana Marites T. Mamauag Mr. Emilio Agamanos Mr. Jaime Amansec

CLUSTER A - NCR

Participants	RO III	RO IV	RO V	NCR	Total
No. of Divisions	9	17	9	13	48
No. of Participants	46	80	46	62	234
Regional Level					
Administrative Officer V	1	1	1	1	4
Financial & Mngt. Officer II	1	1	1	1	4
Chief Education Spvr. (Elem. & Secondary)	2	2	2	2	8
HRM Officer III	1	1	1	1	4
Educ. Supervisor II	1	1	1	1	4
Division Level					
Asst. Schools Div. Supt. (Elem. & Secondary)	13	23	13	17	66
School Level					
Principal (Secondary & Elem)	18	34	18	26	96
Guidance Counselor or Coordinator	9	17	9	13	48
	====	====	====	====	====
	46	80	46	62	234

CLUSTER B - San Fernando City

Participants	ROI	RO II	CAR	Total
No. of Divisions	9	6	7	22
No. of Participants	46	32	34	112
Regional Level				
Administrative Officer V	1	1	1	3
Financial & Mngt. Officer II	1	1	1	3
Chief Education Spvr. (Elem. & Secondary)	2	2	2	6
HRM Officer III	1	1	1	3
Educ. Supervisor II	1	1	1	3
Division Level				
Asst. Schools Div. Supt. (Elem. & Secondary)	13	8	7	28
School Level				
Principal (Secondary & Elem)	18	12	14	44
Guidance Counselor or Coordinator	9	6	7	22
	====	====	====	====
	46	32	34	112

CLUSTER C - Cebu City

Participants	RO VI	RO VII	RO VIII	Total
No. of Divisions	16	9	9	34
No. of Participants	75	45	45	165
Regional Level				
Administrative Officer V	1	1	1	3
Financial & Mngt. Officer II	1	1	1	3
Chief Education Spvr. (Elem. & Secondary)	2	2	2	6
HRM Officer III	1	1	1	3
Educ. Supervisor II	1	1	1	3
Division Level				
Asst. Schools Div. Supt. (Elem. & Secondary)	21	12	12	45
School Level				
Principal (Secondary & Elem)	32	18	18	68
Guidance Counselor or Coordinator	16	9	9	34
	====	====	====	====
	75	45	45	165

CLUSTER D - Davao City

Participants	RO IX	RO X	RO XI	Total
No. of Divisions	7	7	8	22
No. of Participants	36	36	40	112
Regional Level				
Administrative Officer V	1	1	1	3
Financial & Mngt. Officer II	1	1	1	3
Chief Education Spvr. (Elem. & Secondary)	2	2	2	6
HRM Officer III	1	1	1	3
Educ. Supervisor II	1	1	1	3
Division Level				
Asst. Schools Div. Supt. (Elem. & Secondary)	9	9	10	28
School Level				
Principal (Secondary & Elem)	14	14	16	44
Guidance Counselor or Coordinator	7	7	8	22
	====	====	====	====
	36	36	40	112

CLUSTER E - Butuan City

Participants	RO XII	CARAGA	Total
No. of Divisions	7	7	14
No. of Participants	34	35	69
Regional Level			
Administrative Officer V	1	1	2
Financial & Mngt. Officer II	1	1	2
Chief Education Spvr. (Elem. & Secondary)	2	2	4
HRM Officer III	1	1	2
Educ. Supervisor II	1	1	2
Division Level			
Asst. Schools Div. Supt. (Elem. & Secondary)	7	8	15
School Level			
Principal (Secondary & Elem)	14	14	28
Guidance Counselor or Coordinator	7	7	14
	====	====	====
	34	35	69