



Republika ng Pilipinas


Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-HROD-2022-0041

FOR : UNDERSECRETARIES
 ASSISTANT SECRETARIES
 BUREAU AND SERVICE DIRECTORS
 REGIONAL DIRECTORS
 * SCHOOLS DIVISION SUPERINTENDENTS
 SCHOOL HEADS
 ALL OTHERS CONCERNED

FROM : 
 WILFREDO E. CABRAL
 Regional Director, DepEd NCR and
 Officer-In-Charge, Office of the Undersecretary
 Human Resource and Organizational Development

SUBJECT : **DEPED FINAL VALIDATION RESULTS FOR FY 2020
 PERFORMANCE-BASED BONUS (PBB)**


DATE : 17 January 2022

The Department of Education (DepEd) has worked collectively in order to attain quality performance to the accomplishment of the department's goals, vision, and mission. The Performance-Based Bonus (PBB) is an incentive given to government employees in accordance with their performance and contribution to the accomplishment of their agency's overall targets and commitments.

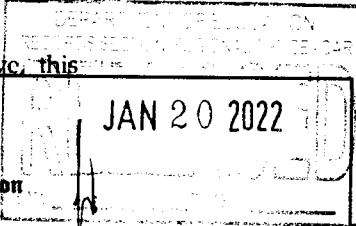
In order for DepEd teachers and non-teaching personnel to receive this incentive, this Department needs to pass the Agency Requirements. Once all the requirements can be processed.

Achieving these requirements is a joint effort of the Office of the Undersecretary, DepEd Central, Regional, Schools

Room 102, Rizal Building
Telephone No. 422-4074
Email Address: car@deped.gov.ph




Republic of the Philippines
Department of Education
 Cordillera Administrative Region



January 17, 2022

To: **Schools Division Superintendents**
All Schools Division Office
All Others Concerned

For your information.



ESTELA L. CARIÑO EdD, CESO III
 Regional Director

ADMIN/edad/dda

Address: Wangal, La Trinidad, Benguet, 2601
 Telephone No.: (074) 422 - 1318 | Fax No.: (074) 422-4074
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DepEd-CAR: Weaver of HOPs and Transformation
 "Holistic Opportunities for all to be Performing and Excellent
 Cordilleran Learners"

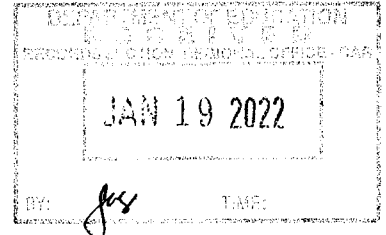


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FROM : 
WILFREDO E. CABRAL
Regional Director, DepEd NCR and
Officer-In-Charge, Office of the Undersecretary
Human Resource and Organizational Development

SUBJECT : *DEPED FINAL VALIDATION RESULTS FOR FY 2020
PERFORMANCE-BASED BONUS (PBB)*

DATE : 17 January 2022

The Department of Education (DepEd) has worked collectively in order to attain quality performance to the accomplishment of the department's goals, vision, and mission. The Performance-Based Bonus (PBB) is an incentive given to government employees in accordance with their performance and contribution to the accomplishment of their agency's overall targets and commitments.

In order for DepEd teachers and non-teaching personnel to receive this incentive, this Department needs to pass the Agency Eligibility Requirements first before the individual PBB requirements can be processed.

Achieving these requirements is a shared responsibility of all concerned offices across the DepEd Central, Regional, Schools Division Levels, and Schools.

PBB 2020

Relative to the results of the final validation of fiscal year (FY) 2020 PBB, DepEd has **successfully complied fourteen (14) out of the fifteen (15) indicators** set by the Inter-Agency Task Force (IATF). The only indicator that the Department was not able to fully comply with is the Undertaking of Early Procurement for at least 50% of goods and services. The table below shows the Department's results to the FY 2020 PBB.

Table 1 DepEd Final Validation Results for PBB 2020

Eligibility Requirements		Final Assessment
2020 Good Governance Conditions	1. Transparency Seal	Compliant
	2. PhilGEPS Posting	Compliant
	3. Citizen's or Service Charter	Compliant
2020 Physical Target	4. Streamlining and Process Improvement of Agency Services	Met the streamlining and process improvement requirement for FY 2020 PBB.
2020 STO and GASS Requirements	5. QMS Requirement	Compliant
	6. Submission of FY 2020 APP non-CSE	Compliant
	7. Posting of Indicative FY 2021 APP non-CSE	Compliant
	8. Submission of FY 2021 APPCSE	Compliant
	9. The Undertaking of Early Procurement for at least 50% of goods and services	Non-compliant per GPPB-TSO report dated 12/16/2021 o No submission: DepEd ROs 1, 2, 3, 7, 8, 9, 10, 11, and CARAGA
	10. Submission of FY 2019 APCPI	Compliant
	11. Compliance with at least 30% of Prior Years' Audit Recommendations	Compliant
	12. Budget Utilization Rate (BUR)	The DBM BMB-F considered the justifications provided by the DepEd-OSEC for not meeting its targets for the Obligations and Disbursements BUR to be due to uncontrollable factors based on the BMB-F report dated 12/22/2021.
2020 Other Cross-Cutting Requirements	13. Posting of Agency Review and Compliance Procedure of Statement and Financial Disclosure	Compliant
	14. FOI Compliance	Compliant

	15. Posting of Agency's System of Ranking Delivery Units	Compliant
OVERALL ASSESSMENT	DepEd-OSEC is eligible for the grant of FY 2020 PBB.	

Attached is a copy of the Congratulatory Letter from AO 25 Secretariat for your reference.

Undertaking of Early Procurement for at least 50% of goods and services

Last October 15, 2021, DepEd submitted a letter to AO 25 IATF and Secretariat to appeal its non-compliance to the Undertaking of Early Procurement for at least 50% of goods and services. Based on this letter, there are nine (9) regions that were not able to submit the requirement. (Attached is a copy of the said letter and its attachment)

The table below shows the Department's results to the above-mentioned indicator after the revalidation:

Office	Undertaking of Early Procurement for at least 50% of goods and services	
	Validation results of AO 25 Secretariat, Status as of <u>September 21, 2021</u>	Validation results of AO 25 Secretariat, Status as of <u>January 10, 2022</u>
Central Office	On-going validation	Compliant
Region I	No submission	Non-compliant due to non-submission
Region II	No submission	Non-compliant due to non-submission
Region III	No submission	Non-compliant due to non-submission
Region IV-A	On-going validation	Compliant
Region IV-B	On-going validation	Compliant
Region V	On-going validation	Compliant
Region VI	Compliant	Compliant
Region VII	No submission	Non-compliant due to non-submission
Region VIII	No submission	Non-compliant due to non-submission
Region IX	No submission	Non-compliant due to non-submission
Region X	No submission	Non-compliant due to non-submission
Region XI	No submission	Non-compliant due to non-submission
Region XII	Compliant	Compliant
CARAGA	No submission	Non-compliant due to non-submission
CAR	Compliant	Compliant
NCR	Compliant	Compliant

In view of the foregoing, DepEd ROs 1, 2, 3, 7, 8, 9, 10, 11, and CARAGA are hereby requested to validate the said status and kindly email us at the email below if there are updates/proof of your submission. We would appreciate receiving them **on or before January 21, 2022**. The PBB Secretariat shall consolidate the submitted proofs and certificate of undertaking as an attachment to our appeal.

For further clarifications, please contact Ms. Maricar Fabian or Ms. Arly Jane Alcantara of the Bureau of Human Resource and Organizational Development-Organization Effectiveness Division (BHROD-OED) through email at pbb.monitoring@deped.gov.ph.

For your information and appropriate action.

Copy furnished:

OFFICE OF THE SECRETARY

[BHROD-OED/mbfabian]



**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**
(Administrative Order No. 25 S. 2011)

Department of Education – Office of the Secretary (DepEd-OSEC)											
Eligibility Requirements	Final Assessment										
2020 Good Governance Conditions											
1. Transparency Seal	• Compliant										
2. PhilGEPS Posting	• Compliant										
3. Citizen's or Service Charter	• Compliant										
2020 Physical Target											
4. Streamlining and Process Improvement of Agency Services	<p>Met the streamlining and process improvement requirement for FY 2020 PBB.</p> <ul style="list-style-type: none"> The DepEd-OSEC's submission consists of twenty-seven (27) services offered by the Central Office, twenty-four (24) services offered by the Regional Offices, thirteen (13) services offered by Schools Division Offices, and ten (10) School-Based services. The AO25 Composite Team observed that the different DepEd units provide four (4) common services. <table border="1" data-bbox="671 1149 1370 1648"> <thead> <tr> <th>Service</th> <th>DepEd Units</th> </tr> </thead> <tbody> <tr> <td>1. Filing of Complaints</td> <td>Central, Regional, SDOs</td> </tr> <tr> <td>2. Issuance of Requested Documents, Issuance of Certification</td> <td>Central, Regional, SDOs, School-Based</td> </tr> <tr> <td>3. Authentication and Verification (CAV) of school records</td> <td>Regional, SDOs</td> </tr> <tr> <td>4. Enrollment</td> <td>SDOs, School-Based</td> </tr> </tbody> </table> <ul style="list-style-type: none"> The AO25 Composite Team only considered critical services covering all Government-to-Citizens (G2C), Government-to-Businesses (G2B), and Government-to-Government (G2G) transactions dealing with external clients. As such, the AO25 Composite Team only reviewed twenty-one (21) services offered by the DepEd Central Office, nineteen (19) services offered by the DepEd Regional Offices, nine (9) services offered by 	Service	DepEd Units	1. Filing of Complaints	Central, Regional, SDOs	2. Issuance of Requested Documents, Issuance of Certification	Central, Regional, SDOs, School-Based	3. Authentication and Verification (CAV) of school records	Regional, SDOs	4. Enrollment	SDOs, School-Based
Service	DepEd Units										
1. Filing of Complaints	Central, Regional, SDOs										
2. Issuance of Requested Documents, Issuance of Certification	Central, Regional, SDOs, School-Based										
3. Authentication and Verification (CAV) of school records	Regional, SDOs										
4. Enrollment	SDOs, School-Based										





**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS
(Administrative Order No. 25 S. 2011)**

Department of Education – Office of the Secretary (DepEd-OSEC)	
Eligibility Requirements	Final Assessment
	<p>Schools Division Offices, and seven (7) School-Based services.</p> <ul style="list-style-type: none"> • The following services are excluded from the review: <ol style="list-style-type: none"> 1. Payment of Obligation through Cash Advance including Petty Cash 2. Payment of Obligation through Checks or LDDAP-ADA 3. Hiring of Non-Teaching Personnel 4. Recognition of Professional Development 5. Payment of Obligation 6. Recognition of Professional Development at the NEAP Regional Office 7. Issuance of Clearance from Money Accountability 8. Submission of Employment Application 9. Generation of School IDs for New Schools 10. Submission of Application - Teaching Related 11. Submission of Application - Non-Teaching Related 12. Receiving and Releasing of Incoming and Outgoing Communications 13. Submission of Application - Teacher 1 Position • The DepEd-OSEC is encouraged to periodically update its Citizen's Charter to reflect necessary revisions and changes in the process. This will help maintain and improve the agency's services and effectively perform its mandates. The DepEd-OSEC may also consider standardizing services of similar types, modalities or clients served. • The DepEd-OSEC maintained the minimum number of steps, required documents, and signatures for most of DepEd-OSEC's services. The DepEd-OSEC explained that these are already the minimum, and further reduction would affect the efficiency or the quality of service. In addition, the required signatures for DepEd-OSEC's services are already compliant with the AO25 IATF requirement (minimum of 3 signatures). • The DepEd-OSEC maintained the turnaround time for most of its services. The DepEd-OSEC explained



**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
NATIONAL GOVERNMENT PERFORMANCE MONITORING, INFORMATION AND REPORTING SYSTEMS**
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Department of Education – Office of the Secretary (DepEd-OSEC)	
Eligibility Requirements	Final Assessment
	<p>that these are already within the prescribed timelines under RA 11032.</p> <ul style="list-style-type: none"> • The DepEd-OSEC embarked on developing the BE-LCP to enable learners of basic education to continue learning and for teachers to deliver instruction in a safe work and learning environment amid the threat of COVID-19. <ol style="list-style-type: none"> 1. Provision of DepEd TV Episodes to Learners 2. Provision of Learning Resources in ICT4als Website 3. Provision of ALS Learning Resources in DepEd Commons 4. Authorization and Recognition of Online Orientation for Learning Service Providers 5. Distribution of Printed Self-Learning Modules in Distance Learning Modality 6. Enrollment (Online)
5. Compliance of agencies under priority sectors concerned with Program NEHEMIA commitments	<ul style="list-style-type: none"> • Not applicable <ul style="list-style-type: none"> ◦ The DepEd-OSEC is not included in Annex 9: List of Agencies under Priority Sectors or Program NEHEMIA of MC 2020-1.
2020 STO and GASS Requirements	
6. QMS Requirement	<ul style="list-style-type: none"> • Compliant
7. Submission of FY 2020 APP non-CSE	<ul style="list-style-type: none"> • Compliant
8. Posting of Indicative FY 2021 APP non-CSE	<ul style="list-style-type: none"> • Compliant
9. Submission of FY 2021 APP-CSE	<ul style="list-style-type: none"> • Compliant
10. The Undertaking of Early Procurement for at least 50% of goods and services	<ul style="list-style-type: none"> • Non-compliant per GPPB-TSO report dated 12/16/2021 <ul style="list-style-type: none"> ◦ No submission: DepEd ROs 1, 2, 3, 7, 8, 9, 10, 11, and CARAGA.
11. Submission of FY 2019 APCPI	<ul style="list-style-type: none"> • Compliant
12. Compliance with at least 30% of Prior Years' Audit Recommendations	<ul style="list-style-type: none"> • Compliant
13. Budget Utilization Rate (BUR)	<ul style="list-style-type: none"> • Did not meet the 90% target for Obligations BUR under GASS. The actual accomplishment was 85.28%.



**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
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Department of Education – Office of the Secretary (DepEd-OSEC)	
Eligibility Requirements	Final Assessment
	<ul style="list-style-type: none"> • Did not meet the 85% target for Disbursements BUR under GASS. The actual accomplishment was 74.97%. • The DBM BMB-F considered the justifications provided by the DepEd-OSEC for not meeting its targets for the Obligations and Disbursements BUR to be due to uncontrollable factors based on the BMB-F report dated 12/22/2021.
2020 Other Cross-Cutting Requirements	
14. Posting of Agency Review and Compliance Procedure of Statement and Financial Disclosure	<ul style="list-style-type: none"> • Compliant
15. FOI Compliance	<ul style="list-style-type: none"> • Compliant
16. Posting of Agency's System of Ranking Delivery Units	<ul style="list-style-type: none"> • Compliant
OVERALL ASSESSMENT	<ul style="list-style-type: none"> • Based on the results of validation, the DepEd-OSEC is eligible for the grant of FY 2020 PBB. However, since the DepEd-OSEC failed to meet the EPA requirement, the unit/person(s) from the following DepEd Regional Offices should be isolated and excluded from the FY 2020 PBB ranking. <ol style="list-style-type: none"> 1. DepEd RO1 2. DepEd RO2 3. DepEd RO3 4. DepEd RO7 5. DepEd RO8 6. DepEd RO9 7. DepEd RO10 8. DepEd RO11 9. DepEd CARAGA • The School-Based personnel of DepEd is also eligible for the grant of the FY 2020 PBB subject to the result of the DepEd's School level RPMS for FY 2020 PBB.





**INTER-AGENCY TASK FORCE ON THE HARMONIZATION OF
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**Annex A
List of Services**

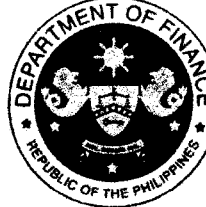
DepEd Central Office

1. Application for National Career Assessment Examination (NCAE) for Walk-In Examinee through Online Registration
2. Application for Philippine Educational Placement Test (PEPT) for Walk-In Examinee through Online Registration (EAD-BEA)
3. Online Processing for Verification of Test Results and Second Copy of Certificate of Rating (COR)
4. Request for Research Related Data (Online)
5. Application for Special Program in Foreign Language
6. Payment of Obligation through Cash Advance including Petty Cash
7. Payment of Obligation through Checks or LDDAP-ADA
8. Evaluation of Application for APDS Accreditation/Re-Accreditation Process
9. Filing of Appeal
10. Filing of Complaint
11. Filing of Motion for Reconsideration
12. Endorsement of Recommendation for Duty-Free Exemptions of Private Schools)
13. External Document Service
14. Hiring of Non-Teaching Personnel
15. Scholarship Application
16. 8888 Citizen's Complaint Center Portal & DepEd Action Through Email
17. Hotline and Walk-in Facilities
18. Standard FOI Request through the walk-in facility, action@deped.gov.ph, and Online
19. Authorization of Learning Service Providers
20. Recognition of Professional Development
21. Issuance of Requested Documents
22. Issuance of Requested Documents (Certified True Copy and Photocopy of Documents)
23. Issuance of Requested Documents through Email
24. Provision of DepEd TV Episodes to Learners
25. Provision of ALS Video Lessons in DepEd ALS TV
26. Authorization and Recognition Online Orientation for Learning Service Providers
27. Provision of Alternative Learning System (ALS) Learning Resources in DepEd Commons

DepEd Regional Offices

28. Payment of Obligation
29. Access to LRMD Portal
30. Procedure for the Use of LRMD Computers
31. Issuance of Certification as Principal's Test Passer
32. Application for Scholarship
33. Filing of Complaint
34. Request for Correction of Entries in School Records
35. Legal Assistance to Walk-in Clients





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36. Recognition of Professional Development at the NEAP Regional Office
37. Issuance of Clearance from Money Accountability or Overpayment
38. Submission of Employment Application
39. DepEd RO Action through email
40. Hotline and Walk-in Facilities
41. Standard FOI Request through Walk-in Facility and Mail
42. Generation of School IDs for New Schools and Adding or Updating of SHS Program Offering
43. Request for Basic Education Information Data
44. Request for Reversion
45. Application for Establishment, Merging, Conversion, and Naming/ Renaming of Public Schools and Separation of Public Schools
46. Application for Special Orders (SOs) of Private Schools/ Technical Vocational Institutions
47. Application for Tuition Fee and Other School Fees (TOSF), No Increase and Proposed New Fees of Private Schools
48. Application for the Opening/ Additional Offering of SHS Program for Private School
49. Issuance of Requested Documents (Non-CTC)
50. Issuance of Requested Documents (CTC and Photocopy of Documents)
51. Certification, Authentication, Verification

DepEd Schools Division Office

52. Filing of Complaints
53. Correction of Entries in School Records
54. Submission of Employment Application – Teaching Related
55. Submission of Employment Application –Non-Teaching Related
56. Acceptance and Distribution of Textbooks, Supplies, and Equipment
57. Issuance of Requested Documents (Non-CTC)
58. Issuance of Requested Documents (CTC and Photocopy of Documents)
59. Certification, Authentication, Verification (CAV)
60. Receiving and Releasing of Incoming and Outgoing Communications
61. Access to LRDMS Portal
62. Borrowing Procedures for Books and Other Materials Overnight
63. Alternative Learning System Enrollment
64. Request for Basic Education Data (External Stakeholder)

DepEd Schools Services

65. Borrowing and Returning of Books from and to the School Library
66. Distribution of Printed Self-Learning Modules in Distance Learning Modality
67. Enrollment (Default)
68. Enrollment (Online)
69. Issuance of School Forms, Certifications, and Other School Permanent Records
70. Issuance of Requested Documents in Certified True Copy (CTC) and Photocopy
71. Laboratory and School Inventory
72. Public Affairs
73. School Learning and Development
74. Submission of Employment Application for Teacher I Position





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(Administrative Order No. 25 S. 2011)

January 10, 2022

LEONOR M. BRIONES

Secretary

Department of Education

DepEd Complex, Meralco Ave., 1604 Pasig City

ATTENTION: Undersecretary Wilfredo Cabral
PBB Focal Person

Dear Undersecretary Canda:

We are pleased to inform you that the **Department of Education – Office of the Secretary (DepEd-OSEC)** is **ELIGIBLE** for the grant of Performance-Based Bonus (PBB) for Fiscal Year 2020. However, since the DepEd-OSEC failed to comply with the undertaking of Early Procurement for at least 50% of goods and services requirement, the unit/person responsible for the non-compliance with the undertaking of Early Procurement for at least 50% of goods and services requirement should be isolated and excluded from the FY 2020 PBB ranking. The summary of the final IATF assessment result is attached.

More than the incentive, we hope that the PBB has significantly contributed to your agency's organizational and employee performance, leading to concrete and visible improvements in the delivery of goods and services to the public. To complete the PBB process, may we remind the publication of the **FY 2020 Agency Scorecard** in the DepEd-OSEC website or official publication. Please coordinate with the AO25 Technical Secretariat for the finalization of the said report cards.

Furthermore, please be informed that the criteria and conditions for the grant of the FY 2021 PBB have been improved to strengthen the effectiveness of the incentives system in helping agencies achieve the mission-critical objectives and expected outcomes of the government. These improvements aim to measure and evaluate agency performance with emphasis on the public's satisfaction on the realization of the agencies' performance targets, quality of service delivery, efficiency in the use of resources, and strengthened agency stewardship.

Again, we commend the DepEd-OSEC management and staff and wish you all safety.

Thank you very much for your usual support.

Sincerely yours,

KIM ROBERT C. DE LEON

Undersecretary, DBM

Chairperson, AO25 IATF and AO25 Technical Working Group

