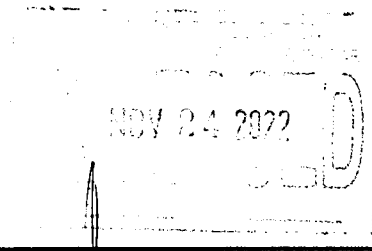




Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION



November 21, 2022

REGIONAL MEMORANDUM

No. **575-2022**

ORIENTATION-WORKSHOP FOR THE PREPARATION AND SUBMISSION OF REPORTS FOR THE 2021 PERFORMANCE BASED BONUS

To: Schools Division Superintendents
 Division Administrative Officers
 All Concerned

1. In anticipation of the required data/reports for the grant of the 2021 Performance-Based Bonus for School Personnel, an orientation-workshop for the 2021 PBB shall be conducted at the NEAP-CAR, DepED-CAR Regional Office on December 5-7, 2022.

2. The activity aims to accomplish the following:

- a. Re-orient the participants from the Schools Division Offices on the grant of the 2021 Performance-Based Bonus per IATF MC No. 2021-1;
- b. Assist the SDO participants in the preparation and submission of the list of eligibles per School/Delivery units;
- c. Discuss other matters on Human Resource and Administrative concerns.

3. Participants to the workshop shall be **the personnel assigned by their respective Offices who are knowledgeable and accountable of the data in the PBB reports.** The number of participants to the workshop are as follows:

Consultants/Participants	Number
Regional Director	1
Assistant Regional Director	1
Administrative Division (Chief AO, SAO, ADAS I, Personnel Section Staff: (AO V, AO IV, AO II, TCE II, ADAS II)	8
Schools Division Office Proper (3 pax x 8 SDOs)	24
Total	34

4. Participants are advised to be ready with the following data during the workshop:

- a. OPCRf ratings of School Heads for SY 2021-2022; IPCRF ratings of teachers and school personnel per school/delivery unit;
- b. List of teachers/employees who did not file their SALN for CY 2021;
- c. Other pertinent data for determining the eligibles for the 2021 PBB





Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION

5. Expenses for the workshop including board and lodging of participants and meals for facilitators/consultants shall be charged against Regional Office funds subject to existing budgeting, accounting and auditing rules and regulations.
6. Arrival and registration of participants shall start at 5:00P.M. of December 4, 2022. First meal will be Dinner on December 4, 2022 and last meal will be Dinner of December 7, 2022.
7. Further queries and information regarding the activity may be addressed to car.personnel@deped.gov.ph.
6. For information, guidance, and compliance.


ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/ Regional Director

ADMIN/MAB/ea



