



Republic of the Philippines
Department of Education
 REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

**Office of the Schools
 Division Superintendent**

04 August 2023

DIVISION MEMORANDUM
 No. 350, s. 2023

**CORRIGENDUM & ADDENDUM ON DIVISION MEMORANDUM 298, s. 2023
 OFFICE PERFORMANCE COMMITMENT AND REVIEW
 FOR SCHOOL PERSONNEL**

To: **Asst. Schools Division Superintendent
 Chief Education Supervisors, CID/SGOD
 Education Program Supervisors
 Division Performance Management Team (PMT)
 All Public Elementary and Secondary School Heads
 All Others Concerned**
This Division

- Regarding the Division Memorandum No. 298, s. 2023 on **Office Performance Commitment and Review for School Personnel** scheduled on August 17, 2023, has been moved to **August 24-25, 2023**, the School Heads are hereby directed to prepare the necessary documents as an attachment to the respective performance indicators.
- The venue for the validation will be announced separately.
- The Division Performance Management Team (PMT) and OPCR Validator shall convene on August 07, 2023, around 1:00 in the afternoon at the 2nd Floor Diamond Building for the concerns related to performance management.
- Listed below is the validating team for the Office Performance Means of Verification:

KRAs	PMT In-Charge	Secretariat In-Charge	Supervising Head
Domain 1: Leading Strategically (INSTRUCTIONAL SUPERVISION-35%)	GRACE P. PACULBA	FELANIE LIM	DR NINIAN A. ACASID
Domain 2: Managing School Operations and Resources (SCHOOL LEADERSHIP, MANAGEMENT AND OPERATIONS-15%)	KEVIN B. ASEQUIA (Obj. 2.1 & 2.5)		DR ROLLY B. LABIS
	MARICEL B. JANGAO (Obj. 2.2 to 2.3)		
	MARICRIS P. QUISMUNDO (Obj. 2.4)		





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Domain 3: Focusing on Teaching and Learning (LEARNING ENVIRONMENT-15%)	DR LORNA H. ESTROSAS (Obj. 3.1 to 3.3) KEVIN B. ASEQUIA (Obj. 3.4)	TBA	DR NINIAN A. ACASID
Domain 4: Developing Self and Others (HUMAN RESOURCE AND DEVELOPMENT-15%)	KAREN ROSE A. SERRANIA (Obj. 4.1, 4.3 & 4.4) FELANIE A. LIM (Obj. 4.2)		DR NINIAN A. ACASID DR ROLLY B. LABIS
Domain 5: Building Connections (PARENTS' INVOLVEMENT AND COMMUNITY PARTNERSHIP-15%)	ANALYN G. FABRIA (Obj. 5.1) MEROGIM P MUGOT (Obj. 5.2)	TBA	DR ROLLY B. LABIS
6. OTHER TASKS (PLUS Factor-5%)	KAREN ROSE A. SERRANIA		
SCHOOL LEVEL SUBMISSION UPDATES Elementary Level Secondary Level Master Teachers	MARIVIC S. TORRES HELEN S. PALASAN		

5. Further, this Office shall adhere to Equal Opportunity Principle (EOP). Hence, all actions shall be based solely on guidelines set with no discrimination on account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
6. Immediate and wide dissemination of this memorandum is desired.


RANDOLPH B. TORTOLA
 Schools Division Superintendent

Encl:

As stated

Reference:

DM 0298, s. 2023

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

EMPLOYEES PERFORMANCE MANAGEMENT SYSTEM (PMS) SCHOOLS

SGOD/HRD/MPM



Address: Zone 3, Poblacion, El Salvador City
 Telephone No: (088) 555-0475
 Website: www.depedelsalvadorcity.net
 Email Address: elsalvador.city@deped.gov.ph

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Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools
Division Superintendent

07 July 2023

DIVISION MEMORANDUM
No. 290, s. 2023

**OFFICE & INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW
PHASE 3: PERFORMANCE REVIEW AND EVALUATION FOR SCHOOL
PERSONNEL**

To: **Asst. Schools Division Superintendent
Chief Education Supervisors, CID/SGOD
Education Program Supervisors
Division Performance Management Team (PMT)
Education Program Specialist, ALS
All Public Elementary and Secondary School Heads
All Others Concerned**
This Division

1. Relative to DepEd Order No. 002, s. 2015 Guidelines on the Establishment and Implementation of the Results-Based Performance System (RPMS), this Office disseminates the IPCRF Performance Review and Evaluation guidelines.
2. The performance review and evaluation shall be done during phase 3 of the performance cycle to assess the office and individual employee's performance level based on the commitments and measures as contained in the signed OPCR and IPCRF.
3. Below is the Performance Review Process (with validation of self-rating):
 - a. Individual assesses performance vis-à-vis commitment made at the start of the rating period and submits to the rater for validation.
 - b. Rater assesses individual employee performance assessment vis-à-vis documented accomplishments.
 - The performance rating shall be based on records of accomplishments such that rating for planned and/or intervening tasks shall always be supported by reports, documentation, or any outputs as proof of actual performance.
 - It is expected that the rater keeps documents and evidence on the kind of outputs of individual employees which shall be used as the basis for employee assessment.



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REGION X – NORTHERN MINDANAO
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- c. Rater arrives at a rating and discusses this with the concerned employee.
 - d. If the ratee and rater agree on the rating, IPCR shall be endorsed to the PMT who will review and validate the rating vis-à-vis documented accomplishments and performance standards.
 - e. If ratee and rater did not agree on the rating, both shall refer to the agreed/approved success indicators and justify with documented accomplishments, and the performance monitoring tool for a more objective assessment. They shall accordingly arrive at a rating based on proof of evidence and forward it to PMT, for validation.
 - f. PMT validates performance rating and endorses to Head of Office for approval.
 - g. Head of Office approves/determines final performance rating base on proof of performance endorsed by the PMT.
 - h. Head of Office may adopt mechanisms to assist the employee in ensuring fairness and transparency in gauging the performance level of individuals.
 - i. The final rating shall be forwarded to the concerned Office for the preparation of the Summary of Individual Performance Ratings.
4. Moreover, the link for RPMS Phase 3 is accessible at <https://bit.ly/RPMSPhase3>.
5. Schools are expected to submit the following:
- Signed IPCRF
 - i. Schools with Master Teacher (submit at least 1 copy to D.O)
 - ii. Schools without Master Teacher (submit at least 2 copies to D.O)
 - Accomplished submission of MOVs (furnish copy to School Only)
 - School summary of rating
6. Kindly find the attached enclosure for the submission process. The deadline for the performance review and evaluation for teachers and master teachers will be on **July 28, 2023** while for the school heads' OPCR will be on **August 17, 2023**. The expected output/s for Phase III are included in the attached step-by-step procedure for submission.





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SCHOOLS DIVISION OF EL SALVADOR CITY

7. Listed below is the validating team for the Office Performance Means of Verification:

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Domain 1: Leading Strategically (INSTRUCTIONAL SUPERVISION-35%)	GRACE P. PACULBA	FELANIE LIM	DR NINIAN A. ACASID
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SCHOOL LEVEL SUBMISSION UPDATES Elementary Level Secondary Level Master Teachers	MARIVIC S. TORRES HELEN S. PALASAN		




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SCHOOLS DIVISION OF EL SALVADOR CITY

8. Further, this Office shall adhere to Equal Opportunity Principle (EOP). Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
9. Immediate and wide dissemination of this memorandum is desired.


RANDOLPH B. TORTOLA
Schools Division Superintendent

Encl:

As stated

Reference:

Division Order 002, s. 2015

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

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SGOD/HRD/MPM



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INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM (PCR) for Master Teacher IV (SCHOOL YEAR 2022-2023)
 (Form no. version 1.0, August 2022-2023)

Name of Employee:							Name of Rater:				
Position:							Position:				
School:							Date of Review:				
Rating Period:							Division:				
August 2022-July 2023							El Salvador City				
MFO #	KRAs	Objectives	Timeline	Weight per KRA	Means of Verification	Mid-year Review Rating					
						Performance Target	Rating	Average	Score		
1: Content Knowledge and Pedagogy		1. Modelled effective applications of content knowledge within and across curriculum teaching areas.	August 2022-July 2023	7.00%	Classroom Observation Tool (COT) rating sheets or other observer agreement forms done through onsite / face-to-face / in-person classroom observation. If onsite / face-to-face / in-person classes are not implemented through observation of synchronous / asynchronous teaching in other modalities or through observation of a demonstration teaching via LAC session and proof of attendance of colleagues.	Quality	3	0	0		
		2. Evaluated with colleagues the effectiveness of teaching strategies that promote learner achievement in literacy and numeracy.	August 2022-July 2023	7.00%	1. Proof of attendance in coaching and mentoring sessions / meetings, LAC, sessions / FGDs / other collegial discussions that highlights the objective. 2. Minutes/notes of coaching and mentoring sessions, meetings, FGDs / other collegial discussions that highlights the objective. 3. Reflection notes of teacher on the coaching and mentoring sessions/meetings, LAC sessions/meetings, LAC sessions/FGDs/other collegial discussions that highlights the objective with proof of attendance. 4. Performance and Monitoring and Coaching Form (PMCF) with annotations highlighting the objective.	Quality	3			0	0
		3. Developed and applied effective teaching strategies to promote critical and creative thinking as well as other higher order thinking skills.	August 2022-July 2023	7.00%	Classroom Observation Tool (COT) rating sheets or other observer agreement forms done through onsite / face-to-face / in-person classroom observation. If onsite / face-to-face / in-person classes are not implemented through observation of synchronous / asynchronous teaching in other modalities or through observation of a demonstration teaching via LAC session and proof of attendance of colleagues.	Quality	3				
2: Learning Environment		4. Worked with colleagues to model and share effective techniques in the management of classroom structure to engage learners individually or in groups in meaningful exploration, discovery and hands-on activities within a range of physical learning environments.	August 2022-July 2023	7.00%	Classroom Observation Tool (COT) rating sheets or other observer agreement forms done through onsite / face-to-face / in-person classroom observation. If onsite / face-to-face / in-person classes are not implemented through observation of synchronous / asynchronous teaching in other modalities or through observation of a demonstration teaching via LAC session and proof of attendance of colleagues.	Quality	3	0	0		
		5. Utilized effective and constructive behavior management skills by applying positive and non-violent discipline to ensure learning focused environments.	August 2022-July 2023	7.00%	Classroom Observation Tool (COT) rating sheets or other observer agreement forms done through onsite / face-to-face / in-person classroom observation. If onsite / face-to-face / in-person classes are not implemented through observation of synchronous / asynchronous teaching in other modalities or through observation of a demonstration teaching via LAC session and proof of attendance of colleagues.	Quality	3			0	0
		6. Worked with colleagues to share differentiated			Classroom Observation Tool (COT) rating sheets or other observer agreement forms done	Quality	3				

	developmentally appropriate opportunities to address learners' differences in gender, needs, strengths, interests and experiences.	August 2022- July 2023	7.00%	through onsite / face-to-face / in-person classroom observation. If onsite / face-to-face / in-person classes are not implemented, through observation of synchronous / asynchronous teaching in other modalities, or through observation of a demonstration teaching via LAC session and proof of attendance of colleagues	Quality Efficiency Timeliness	D D D	D D D	D D D
	7. Develop and apply effective strategies in the planning and management of developmentally sequenced teaching and learning process to meet curriculum requirements and varied learning contexts.	August 2022- July 2023	7.00%	Classroom Observation Tool (COT) / peer/observer agreement forms done through onsite / face-to-face / in-person classroom observation. If onsite / face-to-face / in-person classes are not implemented, through observation of synchronous / asynchronous teaching in other modalities, or through observation of a demonstration teaching via LAC session. and proof of attendance of colleagues	Quality Efficiency Timeliness	D D D	D D D	D D D
3. Curriculum and Planning	8. Reviewed with colleagues, teachers and learner feedback to plan, facilitate, and oversee teaching process	August 2022- July 2023	7.00%	1. Approved LAC Plan 2. Minutes of LAC, FGD session or other collegial discussions, with proof of attendance 3. Performance Monitoring and Coaching Form	Quality Efficiency Timeliness	D D D	D D D	C C C
	9. Advise and guide colleagues in the selection, organization, development and use of appropriate teaching and learning resources, including ICT to address specific learning goals.	August 2022- July 2023	7.00%	1. Proof of attendance in coaching and mentoring sessions / meetings / LAC sessions / FGDs / other collegial discussions that highlights the objective 2. Minutes/Notes of coaching and mentoring sessions / meetings / FGDs / other collegial discussions that highlights the objective 3. Reflection notes of teachers on the coaching and mentoring sessions / meetings / LAC sessions / meetings / FGDs / other collegial discussions that highlights the objective with proof of attendance 4. Performance and Monitoring and Coaching Form (PMD) with annotations highlighting the objective.	Quality Efficiency Timeliness	D D D	D D D	D D D
	10. Worked collaboratively with colleagues to review the design, selection, organization and use of a range of effective pedagogical, formative and summative assessment strategies consistent with curriculum requirements.	August 2022- July 2023	7.00%	1. Proof of attendance in coaching and mentoring sessions / meetings / LAC sessions / FGDs / other collegial discussions that highlights the objective 2. Minutes/Notes of coaching and mentoring sessions / meetings / FGDs / other collegial discussions that highlights the objective 3. Reflection notes of teachers on the coaching and mentoring sessions / meetings / LAC sessions / meetings / FGDs / other collegial discussions that highlights the objective with proof of attendance 4. Performance and Monitoring and Coaching Form (PMD) with annotations highlighting the objectives	Quality Efficiency Timeliness	D D D	D D D	C C C
	11. Interpreted collaboratively monitoring and evaluation strategies of attainment rate to support learner progress and			1. Approved LAC/FGD Plan 2. Any proof of communication with colleagues (e.g. bar chart)				

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4. Assessment and Reporting	achievement	August 2022- July 2023	7.00%	<ul style="list-style-type: none"> 3. Results of collaborative interpretation 4. Minutes of LAC / FGD session or other meetings with proof of attendance 5. Performance Monitoring and Coaching Form (PMCF) with annotations highlighting interpretation of monitoring and evaluation strategies of attainment data 	Quality	0	0	0
					Efficiency	0		
4. Assessment and Reporting	12. Assessed skills in the effective communication of learner needs, progress and achievement to key stakeholders including parents/guardians.	August 2022- July 2023	7.00%	<p>Any one (1) of the following documents highlighting the objectives</p> <ul style="list-style-type: none"> • Sample of learners' test results signed by parents and corresponding evidence of improvement • Attendance sheets/minutes of parent-teacher conferences • Records of dialogue and or parent teacher conferences and corresponding evidence of improvement • Anecdotal record downloaded to and signed by the learners and/or parents with corresponding evidence of improvement • Sample of accomplished rubrics given to parents and corresponding evidence of improvement • Sample report cards of students at risk with corresponding evidence of improvement • Signed report cards of students at risk with corresponding evidence of improvement • Accomplished home visitation forms signed by the learners and/or parents • Proof of communication with other school community stakeholders • Others, (Please specify) 	Quality	1	0	0
					Efficiency	0		
5. Operated growth and professional development	13. Manifested learner-centered teaching philosophy in various aspects of practice and support colleagues in enhancing their own learner-centered teaching philosophy	August 2022- July 2023	7.00%	<p>A reflection / journal entry in the following documents that highlights the manifestation of learner-centered teaching philosophy in any of the following</p> <ol style="list-style-type: none"> 1. Performance Monitoring and Coaching Form 2. Sample lesson plans of colleagues with annotations about enhancing their learner-centered teaching philosophy through lesson planning 3. Minutes of LAC sessions about enhancing teachers' learner-centered teaching philosophy through lesson planning 4. Approved LAC plan 5. Lesson plan exemplar used during a Learning Action Cell (LAC) session 	Quality	0	0	0
					Efficiency	0		
5. Operated growth and professional development	14. Reflected on the Philippine Professional Standards for Teachers to operationalize professional development goals and assist colleagues in planning and achieving their own goals.	August 2022- July 2023	7.00%	<ol style="list-style-type: none"> 1. Certification from the ICT Coordinator / School Head/ Focal Person in charge of e-SAT 2. PCRFP-OP 3. Mid-Year Review Form (MRF) 4. Midyear Review Form (MRF) 5. Updated PCRFP-OP from Phase II 	Quality	0	0	0
					Efficiency	0		
5. Operated growth and professional development	15. Performed various related work/activities that contribute to the teaching-learning process			<p>Any one (1) proof of</p> <ul style="list-style-type: none"> • served as facilitator / speaker 	Quality	0	0	0
					Efficiency	0		

Plus Factor	August 2022 - July 2023	7.00%	<ul style="list-style-type: none"> • served as demonstrator for teacher • served as a member of the technical writing group • served as OIC in the absence of the principal • represented the principal in meetings and conference • observed classes of teachers in • assessed the school selection committee in the evaluation of credentials when hiring or promoting teachers • served as a committee • served as adviser to co-curricular activities • served as coordinator/organizer • evaluated/contributed to a book or journal • coached and mentored teachers in competitions • mentored pre-service teachers • conducted research within the rating period • Others (Please specify and provide annotations) on how it contributed to the teaching-learning process 	Timeliness	0	0	0
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100.00%

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ADJECTIVAL RATING EQUIVALENCIES	
RANGE	ADJECTIVAL RATING
4.000-5.000	Outstanding
3.000-4.000	Very Satisfactory
2.000-3.000	Satisfactory
1.000-2.000	Unsatisfactory
Below 1.000	Poor

(First Name MI Last Name)
RATER

(First Name MI Last Name)
RATER

(First Name MI Last Name)
APPROVING AUTHORITY

INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM (IPCRF) for Teacher I-III (SCHOOL YEAR 2022-2023)
(revised version 1.0, receipt 2020-2022)

Name of Employee
 Position
 School
 Rating Period

August 2022 - July 2023

Name of Rater
 Position
 Date of Review
 Duration

July 01, 2023
 81 Calendar Days

MFOs	Title	Objectives	Timeline	Weight per MFA	Means of Verification	Performance Target			Score
						Quality	Quantity	Timeliness	
1. Content Knowledge and Pedagogy		1. Apply knowledge of content and pedagogy to plan and deliver instruction. (PST 1.1.2)	August 2022 - July 2023	7.5%	Classroom Observation (CO) using checklist or rubric (teacher agreement based) done through weekly face-to-face or virtual classroom observations. Teacher face-to-face or virtual classes are not implemented. Through observation of synchronous/asynchronous teaching in other modalities, or Through observation of a demonstration teaching (e.g., PLC session).	Quality	3	3	3
		Efficiency	3						
		Timeliness							
2. Just a step of writing strategies that enhance student achievement (e.g., lesson and learning plans, etc.) (PST 1.1.2)	August 2022 - July 2023	7.5%	Classroom Observation (CO) using checklist or rubric (teacher agreement based) done through weekly face-to-face or virtual classroom observations. Teacher face-to-face or virtual classes are not implemented. Through observation of synchronous/asynchronous teaching in other modalities, or Through observation of a demonstration teaching (e.g., PLC session).	Quality	3	3	3		
	Efficiency	3							
	Timeliness								
3. Apply a step of writing strategies to develop lesson and learning plans, etc. (PST 1.1.2)	August 2022 - July 2023	7.5%	Through observation of synchronous/asynchronous teaching in other modalities, or Through observation of a demonstration teaching (e.g., PLC session).	Quality	3	3	3		
	Efficiency	3							
	Timeliness								
4. Manage classroom structure to engage all students in a group, in individual exploration, discovery, and hands-on activities with a range of digital learning environments. (PST 2.1.2)		4. Manage classroom structure to engage all students in a group, in individual exploration, discovery, and hands-on activities with a range of digital learning environments. (PST 2.1.2)	August 2022 - July 2023	3%	Classroom Observation (CO) using checklist or rubric (teacher agreement based) done through weekly face-to-face or virtual classroom observations. Teacher face-to-face or virtual classes are not implemented. Through observation of synchronous/asynchronous teaching in other modalities, or Through observation of a demonstration teaching (e.g., PLC session).	Quality	3	3	3
		Efficiency	3						
		Timeliness							

2. Learning Environment	3. Strategic versus tactical instructional or delivery practices and non-instructional practices designed to ensure learning-focused environments. (PFS 1 & 2)	August 2022 - July 2023	70%	Classroom Observation Tool (COT) using sheet or inter-observer agreement forms done through write-ups in face-to-face or person classroom observation. If write-ups in face-to-face classes are not implemented. Through observation of synchronous/asynchronous teaching in other modalities, or Through observation of a demonstration teaching in the LAC session.	Quality	D	B	D
					Efficiency	D		
					Timeliness			
2. Diversity of Learners, Curriculum and Planning, & Assessment and Reporting	4. Used differentiated, developmentally appropriate learning experiences to address student needs, racial, linguistic, gender and experiences. (PFS 1 & 2)	August 2022 - July 2023	70%	Classroom Observation Tool (COT) using sheet or inter-observer agreement forms done through write-ups in face-to-face or person classroom observation. If write-ups in face-to-face classes are not implemented. Through observation of synchronous/asynchronous teaching in other modalities, or Through observation of a demonstration teaching in the LAC session.	Quality	B	C	D
					Efficiency	D		
					Timeliness			
2. Diversity of Learners, Curriculum and Planning, & Assessment and Reporting	5. Planned, managed and implemented developmentally appropriate teaching and learning experiences to meet curriculum requirements and assess learning outcomes. (PFS 1 & 2)	August 2022 - July 2023	70%	Classroom Observation Tool (COT) using sheet or inter-observer agreement forms done through write-ups in face-to-face or person classroom observation. If write-ups in face-to-face classes are not implemented. Through observation of synchronous/asynchronous teaching in other modalities, or Through observation of a demonstration teaching in the LAC session.	Quality	D	B	D
					Efficiency	D		
					Timeliness			
2. Diversity of Learners, Curriculum and Planning, & Assessment and Reporting	6. Provided a range of successful strategies that maintain learning environments that motivate learners to work collaboratively to maximize responsibility and accountability.	August 2022 - July 2023	70%	1. Presence of standards in LAC assessment/competencies/other college expectations 2. Minutes of LAC sessions/FGDs/discussions/other college discussions or use of teacher and learner feedback to inform teaching practice 3. Reflections of teachers on their personalization of teaching practices following participation from LAC sessions/FGDs/discussions/other college discussions that use teacher and learner feedback to inform teaching practice, with records of student work 4. Any additional ALS documentation that highlights the objective	Quality	C	C	C
					Efficiency			
					Timeliness	D		
2. Diversity of Learners, Curriculum and Planning, & Assessment and Reporting	7. Selected, developed, organized and used appropriate teaching and learning resources including ICT, to address learning goals. (PFS 1 & 2)	August 2022 - July 2023	70%	Classroom Observation Tool (COT) using sheet or inter-observer agreement forms done through write-ups in face-to-face or person classroom observation. If write-ups in face-to-face classes are not implemented. Through observation of synchronous/asynchronous teaching in other modalities, or Through observation of a demonstration teaching in the LAC session.	Quality	C	D	C
					Efficiency	D		
					Timeliness			

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A Continually Enhance and Professionalize Engagement & Parents/Community Developers	10. Designed, selected, organized and used diagnostic, formative and summative assessment strategies consistent with curriculum requirements (PPE 1.1.7)	August 2022 - July 2023	7.00%	Classroom Observation Tool (COT) using direct or inferential approaches to assess instructional practice to focus on better classroom observation	Quality	0	C	C
				through observation of synchronous/asynchronous teaching in other modalities or through observation of a classroom teaching in the LMS system	Efficiency	0		
				Timeliness				
11. Monitored and evaluated learner progress and achievement using learner assessment data (PPE 1.1.2)	August 2022 - July 2023	7.00%	Any one (1) of the following: Individual Learning Monitoring Plan (ILMP) Peer assessment tool Samples of learner output with reflection on self-assessment Progress chart/assessment scores	Quality	0	0	0	
			Classroom monitoring/grading sheets Learner entry showing rates of mastery Frequency sheets with identified essential mastered skills Any evidence of AS form/documents that highlight the objective (e.g. Individual Learning Agreement (ILA), ALS Assessment Form 2, Other if/where applicable) and provide annotations	Efficiency				
			Timeliness	0				
12. Communicated results and clearly the learner's needs, progress and achievement to key stakeholders including parents/guardians (PPE 1.4.7)	August 2022 - July 2023	7.00%	Any one of the following: A sample of completed worksheet of a learner in a learning area with parents or guardians signature and date of receipt Minutes of meetings with key stakeholders (e.g. PTA, BGC, PPT, CRC) with proof of attendance Report card with parents or guardians signature in all quarters supported by minutes of meeting Communications with key stakeholders (e.g. parents/guardians, teachers, LGU) using various modalities Announcement about learning areas per quarter Any evidence of AS form/documents that highlight the objective Other (if/where applicable) and provide annotations	Quality	C	0	0	
			Efficiency					
			Timeliness	0				
B. Phil Factor	13. Applied a personal strategy of teaching that is learner-centered	August 2022 - July 2023	7.00%	A reflection (quote entry and highlights the application of a learner centered teaching strategy in the lesson plan or community work	Quality	5	C	0
				Efficiency				
				Timeliness	5			
14. Set professional development goals based on the Philippine Professional Standards for Teachers (PST) (PPE 1.1.1)	August 2022 - July 2023	7.00%	1. Certification from the CT Coordinator/Regional Head/Local Person in charge of e-SAT 2. SPORF-3P Mid-year Review Form (MRF) Jobcost (PDRF OR Job Plan 4	Quality	0	0	0	
				Efficiency				
				Timeliness				

Development	Performance Indicators (PPI 17.3.1)	0.62				Efficiency	0		
						Timeliness	0		
	16. Performed various research skills/ activities that contribute to the teaching-learning process	August 2022 - July 2023	7%	<p>Any one (1) of the following</p> <p>Completed manuscript</p> <p>Development of instructional material for field use</p> <p>Implementation of innovative practice/peer-teaching/ facilitator in the MOE/DO/COE/College/Trade-based institution</p> <p>Book or journal authorship or authorship credit declared in the annual address/proceedings/ symposium/ conference</p> <p>Participation in international teaching</p> <p>Participation in research program or a for publication</p> <p>Membership of an academic society/ teachers</p> <p>Conducted research within the rating period</p> <p>Others (Please specify and provide evidences)</p>		Quality	3	C	0
						Efficiency	0		
						Timeliness	0		

1.000%

0

SUBJECTUAL RATING CORRELATIONS	
RANGE	SUBJECTUAL RATING
4.000 - 5.000	Outstanding
3.000 - 3.999	Very Satisfactory
2.000 - 2.999	Satisfactory
1.000 - 1.999	Unsatisfactory
Below 1.000	Poor

(First Name & Last Name)
DATE

(First Name & Last Name)
DATE

(First Name & Last Name)
APPROVING AUTHORITY