



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

October 14, 2021


DIVISION MEMORANDUM

No. 219, s. 2021

TO: PSDSs/OIC-PSDSs
Elementary and Secondary School Heads
All Others Concerned

**URGENT SUBMISSION OF FORM 1.0 RELATIVE TO THE GRANT OF THE FY
2020 PERFORMANCE-BASED BONUS**

1. This has reference to the unnumbered Memorandum issued by the Regional Office wherein the Schools Division Offices are required to expedite the submission of PBB performance ranking report (Form 1.0).
2. In this connection, all School Heads are required to accomplish and submit the PBB Form 1.0 (Microsoft Excel format) to the Human Resource Management Functional Area or send it via email to erica.matabuena@deped.gov.ph on or before October 20, 2021.
3. The form can be downloaded at the depedsorsogon.com.ph website.
4. It is emphasized that entries in the form especially in the "NAME OF PERSONNEL" column should be followed according to the example given and that **no modifications or alterations** are to be made in the format.
5. Wide dissemination of this memorandum is desired.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent



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