

2. Facilitated the preparation and utilization of the Local School Board SEF Programs and Projects.	(January to December)	5%	5	100% facilitated in the conduct of Local School Board Activities.	Task carried out with minimal cost or within the allotted resources	5	100% of the Document/Report prepared and submitted on or before the due date	100% Local School Board Activities Facilitated.	5	5	5	5	0.25
			4	90-99% facilitated in the conduct of Local School Board Activities.	Task carried out with 1%-10% over the allotted resources	4	100% of the Document/Report prepared 1-5 days after the due date						
			3	80-89% facilitated in the conduct of Local School Board Activities.	Task carried out with 11%-20% over the allotted resources	3	100% of the Document/Report prepared 6-10 days after the due date						
			2	70-79% facilitated in the conduct of Local School Board Activities.	Task carried out with 21%-30% over the allotted resources	2	100% of the Document/Report prepared 11-15 days after the due date						
			1	69% and below facilitated in the conduct of Local School Board Activities.	Task carried out with 31% or more over the allotted resources	1	100% of the Document/Report prepared 16 days or more after the due date						
3. Acted as Division Information/Communication focal person and represented the Division on local meetings.	(January to December)	5%	5	100% of Division Information/Communication activities acted and attended.	Utilization of provided resources for youth programs based on allocated budget.	5	100% of the DIO related responsibilities delivered on or before the due date	100% of Division Information/Communication activities acted and attended.	4	5	5	4.66667	0.23
			4	90-99% of Division Information/Communication activities acted and attended.	Utilization of provided resources for youth programs with 1-5% above the allocated budget.	4	100% of the DIO related responsibilities delivered 1-2 days after the scheduled date						
			3	80-89% of Division Information/Communication activities acted and attended.	Utilization of provided resources for youth programs with 6-10% above the allocated budget.	3	100% of the DIO related responsibilities delivered 3-4 days after the scheduled date						
			2	70-79% of Division Information/Communication activities acted and attended.	Utilization of provided resources for youth programs with 11-15% above the allocated budget.	2	100% of the DIO related responsibilities delivered 5-6 days after the scheduled date						
			1	69% and below of Division Information/Communication activities acted and attended.	Utilization of provided resources for youth programs with 16-20% above the allocated budget.	1	100% of the DIO related responsibilities delivered 7 days or more after the scheduled date						
		100%											

**ADJECTIVAL RATING**

4.500 - 5.000 = Outstanding

3.500 - 4.499 = Very Satisfactory

2.500 - 3.499 = Satisfactory

1.500 - 2.499 = Unsatisfactory

Below 1.499 = Poor

**JOSEFINA L. MATIBAG**

Chief, SGOD

Rater

**MARIA LYN L. TANQUEZON**

Project Development Officer I

Ratee

Approving Authority

**GENIS S. MURATOS, Ed.D., CESO V**

Schools Division Superintendent

DEPED RPMS Form for Head of Office

**OVERALL RATING FOR ACCOMPLISHMENTS**

4.98