



Republic of the Philippines  
Department of Education  
Region I  
**SCHOOLS DIVISION OF ILOCOS SUR**  
Bantay, Ilocos Sur



30 September 2019

**MEMORANDUM**

To: Division Performance Management Team (PMT)  
Public Elementary School Heads  
Public Secondary School Heads

Subject: **SUBMISSION OF SCHOOL LEVEL FORM 1.2 RELATIVE TO THE GRANT OF FY 2018 PERFORMANCE-BASED BONUS (PBB)**

In connection with the grant of FY 2018 Performance-Based Bonus (PBB), this Office hereby informs that the initial reports (School Level Form 1.4 and SDO Level Form 1.4) is already submitted to the Regional Office. While waiting for the result of ranking of delivery units at the region, school heads are required to submit the School Level Form 1.2.

For elementary schools, the hard copy (1 copy) must be duly signed by the school head, to be consolidated by district to be placed in green folder.

For secondary schools, both JHS and SHS shall be consolidated in one form, duly signed by the school head to be placed in red folder.

Both hard and soft copies shall be submitted on or before October 5, 2019 at the Schools Division Office (SDO), Attention: Administrative Officer V.

The School Level Form 1.2 and 2018 PBB Draft Guidelines can be downloaded at <http://bit.ly/PBB2018Form>. In determining the eligibility of school-based personnel, please be guided under Section B of the 2018 PBB Draft Guidelines.

For immediate compliance.



*J. M. Reinante*  
**JORGE M. REINANTE, CSEE, CEO VI, CESO V**  
Schools Division Superintendent

