



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

July 15, 2020

**OFFICE MEMORANDUM**

No. **275**, s. 2020

To: All Members of the Performance Management Team (PMT)  
RO Division Chiefs  
All Others Concerned

**ANNUAL AGENCY PERFORMANCE REVIEW CONFERENCE**

1. This Office, through the **Performance Management Team (PMT)**, will be holding an **Annual Agency Performance Review Conference** on **August 26, 2020** at the **NEAP 8, Training Hall 1, Government Center, Candahug, Palo, Leyte**.
2. The objectives of this conference are as follows:
  - a. Revisit RO and SDOs' OPCR Targets for 2020;
  - b. Review the alignment of OPCR KRAs vs. RO and SDOs' Compendium and Regional Director's OPCR; and
  - c. Adjust targets to adopt the new normal situation.
3. The participants to this activity are the members of the Performance Management Team (PMT), 8 RO Division Chiefs, and two support staff.
4. All participants are reminded to strictly observe social distancing and to wear face masks at all times.
5. Expenses incurred relative to the conduct of this activity such as one meal and two snacks and venue rental shall be charged against PPRD Training Fund, subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of and compliance with this Memorandum are desired.

  
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