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

December 7, 2022

OFFICE MEMORANDUM

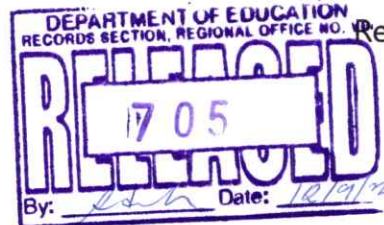
No. **705**, s. 2022

YEAR-END REVIEW OF OPCR/IPCR

To: All ESSD Personnel and Staff

1. The Education Support Services Division (ESSD), this Region, shall conduct the Year-End Review of the OPCR/IPCR on December 9, 2022, at the ESSD Conference Room. The activity shall start at 9 AM to act on Office urgent concerns for one hour before the meeting.
2. The objectives of the activity are as follows:
 - a. review the accomplishment of the individual employee vis-à-vis the Key Result Area (KRA) of his/her position
 - b. account for the accomplishment of the Division against the mandated deliverable; and
 - c. provide the necessary coaching and mentoring to an employee, when deemed necessary, after the conduct of the review.
3. There shall be meals (1 AM snack, 1 lunch, and 1 PM snack) that shall be provided to all participants during the conduct of the activity, charged to the ESSD Fund, subject to existing government rules and regulations.
4. Immediate dissemination of and compliance with this Memorandum is desired.


EVELYN R. FETALVERO, CESO IV *
Regional Director



ESSD

