



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

June 15, 2023

OFFICE MEMORANDUM

PPRD-2023- **352**

**ADDENDUM AND CORRIGENDUM TO OFFICE MEMORANDUM NO. 279,
SERIES 2023 REGARDING THE MIDYEAR PERFORMANCE REVIEW OF
2023 OFFICE PERFORMANCE COMMITMENT AND REVIEW FORMS**

To: Director III
Regional Performance Management Team
Functional Division Chiefs
All Others Concerned

1. With reference to Office Memorandum PPRD-2023-279 and as an offshoot of the agreements firmed up during the Second Quarter Meeting of the Regional Performance Management Team (RPMT) on July 7, 2023, the following are additional activity objectives of the Midyear Performance Review of 2023 Office Performance Commitment and Review Forms (OPCRFs) on July 25, 2023:

- a) present the final draft of the recalibrated 2023 OPCRFs of the Regional Functional Divisions (RFDs);
- b) review the alignment of the objectives set in the OPCRF to the Key Result Areas (KRAs); and
- c) assess the accuracy of the Performance Indicators and the identified Means of Verification (MoV) or proof of performance.

2. In preparation for the presentation of the final draft of the recalibrated 2023 OPCRFs, all RFDs are advised to conduct a preliminary review on the alignment of the objectives per KRA, Outputs, and Output Indicators based on the Version 3 Office Functions and with the Department's commitments to the Congress, MATATAG Basic Education Agenda, and 2023-2028 Regional Education Development Plan. As a way forward of the OPCRF recalibration, the RFD Chiefs are expected to facilitate a recalibration of the Individual Performance Commitment and Review Forms of their personnel in July 2023.

3. The RFD Chiefs shall revisit the performance indicators identified per objective. A separate indicator shall be designed for Quality, Efficiency, and Timeliness. All chiefs shall engage all Unit/Section Heads and personnel to review the accuracy of the Performance Indicators in the OPCRFs.

4. As stated in paragraph 3-c of the aforementioned Memorandum, all RFDs shall submit their pre-accomplished OPCRF Midyear Accomplishment with MoVs to the validator on July 19, 2023. To maximize the time on the said date and in preparation for the presentation of the recalibrated 2023 OPCRFs, the validator shall evaluate the relevance of and agree on the MoV per Performance Indicator which has been identified by the ratee based/using the attached template. The RFD chief or



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validator shall be joined by select personnel from his/her RFD who shall serve as inter-functional division validators of the OPCR. The chiefs shall agree or arrange among themselves the actual time of the MoV validation on July 19, 2023. The validators per RFD are as follows:

RFDs	Inter-Functional Division Validators
AD	Ms. Mercedes Sarmiento, Ms. Geraldine Mangaliman, Dr. Reynaldo Nayre
CLMD	Dr. Rosemarie Guino, Ms. Eden Dadap, Dr. Elmer Albert Cuevas
ESSD	Mr. Cesar Verunque, Mr. Sonny Tayum, Mr. Gerardo Adtoon
FTAD	Dr. Alejandrino Yman, Ms. Elizabeth Caboboy, Ms. Eva Rosales
FD	Dr. Alejandra Lagumbay, Ms. Dina Superable, Mr. Rodel Rosales
HRDD	Dr. Harvie Villamor, Mr. Joy Bihag, Dr. Dandy Acuin
PPRD	Ms. Alma Suyom, Ms. Gladys Fabillo, Mr. Gary Jay Calipayan
QAD	Dr. Rita Dimakiling, Dr. Teodorico Peliño Jr., Mr. Mark Lito Gallano

5. All other provisions in Office Memorandum PPRD-2023-279 shall remain in force and in effect.

6. Immediate dissemination of and strict compliance with this Memorandum are desired.

for: rlm

EVELYN R. FETALVERO, CESO IV
Regional Director

Enclosures: As stated

References: As stated

To be indicated in the Perpetual Index under the following subjects:

PERFORMANCE MANAGEMENT

RPMT

PPRD-TCPJ



Enclosure to Office Memorandum PPRD-2023- 352

Agreed MoVs per Performance Indicator

Name of the Division: _____

Division Chief: _____

KRAs	Objectives	MoVs		
		Quality	Efficiency	Timeliness

Note: This list of MoVs shall be attached to the recalibrated OPCRf and shall be used as reference during the year-end performance review/validation.

Prepared by:

Signature over printed name
RFD Chief

Validated by the Inter-Functional Division Validators:

Signature over printed name Signature over printed name Signature over printed name

Noted:

RONELO AL K. FIRMO PhD, CESO V
Assistant Regional Director
Chair of the Performance Management Team





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

May 15, 2023

OFFICE MEMORANDUM

PPRD-2023- **279**

**MID-YEAR PERFORMANCE REVIEW OF 2023 OFFICE PERFORMANCE
COMMITMENT AND REVIEW FORMS**

To: Director III
Regional Performance Management Team
Functional Division Chiefs
All Others Concerned

1. Pursuant to DepEd Order No. 2, s. 2015 or the Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education, this Office, through the Regional Performance Management Team (RPMT), will conduct the Mid-year Performance Review of 2023 Office Performance Commitment and Review Forms (OPCRFs) on July 25, 2023, from 9:00 a.m. to 4:30 p.m., at the Convergence Zone, Office of the Regional Director, Main Building, DepEd Regional VIII Complex, Government Center, Candahug, Palo, Leyte.
2. The objectives of this activity are as follows:
 - a) present the mid-year accomplishments based on the 2023 OPCRf of each Regional Functional Division (RFD);
 - b) review or evaluate the OPCRfs in terms of accomplishments of targets, issues encountered, and Means of Verification (MoVs) per Key Result Area (KRA); and
 - c) discuss other important matters.
3. Relative to this, the RFDs shall conduct the following preliminary activities in preparation for the abovementioned scheduled activity:
 - a) conduct a mid-year performance review and evaluation of the 2023 OPCRf and IPCRFs of each individual employee at their respective divisions/offices;
 - b) prepare MoVs per objective/indicator and per KRA; and
 - c) submit the pre-accomplished OPCRf with MoVs to the validator on or before July 19, 2023.

4. The participants to this activity are the following:

Office/Participants	No. of Pax	Name
RPMT Members	7	Dr. Ronelo Al K. Firmo
		Dr. Rita R. Dimakiling
		Ms. Alma E. Suyom
		Dr. Alejandrino L. Yman
		Dr. Teodorico C. Peliño Jr.



		Dr. Genis S. Murallos
		Atty. Maureen Charisse A. Maltos
Observer	1	Ms. Jeanneth P. Camenforte
Secretariat	1	Ms. Eva D. Rosales
RFD Chiefs	5	Dr. Alejandra B. Lagumbay
		Ms. Mercedes M. Sarmiento
		Dr. Rosemarie M. Guino
		Dr. Harvie D. Villamor
		Mr. Cesar P. Verunque
PPRD Support Staff	1	Ms. Janice C. Delopere
Total	15	

5. The RPMT representatives for Schools Division Offices (Dr. Genis S. Murallos) and Civil Society Group (Ms. Jeanette P. Camenforte) may attend on-site or virtually via MS Teams through the link: <https://bit.ly/PPRDmeet>.

6. Each RFD chief shall be given 15 minutes to present his/her OPCRf in a slide deck presentation. Another 15 minutes shall be given to the assigned validator and RPMT members to review, evaluate, and give feedback. The RFD chiefs shall also prepare eight printout copies of the OPCRf for the RPMT members during the presentation. The following is the time allotment and order of presentation.

Time	RFDs	Presenter	Pre-validator
09:00-09:30 AM	AD	Dr. Alejandrito Yman	Ms. Mercedes Sarmiento
09:30-10:00 AM	CLMD	Dr. Harvie Villamor	Dr. Rosemarie Guino
10:00-10:30 AM	ESSD	Dr. Rosemarie Guino	Mr. Cesar Verunque
10:30-11:00 AM	FTAD	Ms. Mercedes Sarmiento	Dr. Alejandrito Yman
11:00-11:30 AM	FD	Ms. Alma Suyom	Dr. Alejandra Lagumbay
11:30-12:00 AM	HRDD	Dr. Alejandra Lagumbay	Dr. Harvie Villamor
01:00-01:30 PM	PPRD	Dr. Rita Dimakiling	Ms. Alma Suyom
01:30-02:00 PM	QAD	Mr. Cesar Verunque	Dr. Rita Dimakiling

7. Attached are the presentation template and Calendar of Activities, for reference.

8. Expenses incurred relative to the conduct of this activity such as food (one lunch and two snacks) shall be charged against PPRD Funds, while travel and other incidental expenses of the external participants to their respective local funds, subject to the existing accounting and auditing rules and regulations.

9. Immediate dissemination of and strict compliance with this Memorandum are desired.

EVELYN R. FETALVERO, CESO IV
Regional Director

Enclosures: As stated

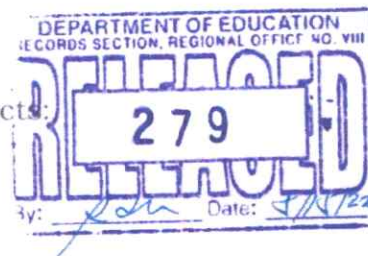
References: As stated

To be indicated in the Perpetual Index under the following subjects:

PERFORMANCE MANAGEMENT

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Enclosure 1 to Office Memorandum PPRD-2023- _____

PRESENTATION TEMPLATE

Name of the Division: _____

Statement of Purpose: _____

KRAs	Objectives	KPIs	Timeline	Outputs



Enclosure 2 to Office Memorandum PPRD-2023-

