



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

June 16, 2023

REGIONAL MEMORANDUM
PPRD-2023- **597**

**VALIDATION OF RECALIBRATED 2023 OFFICE
PERFORMANCE COMMITMENT AND REVIEW
FORMS OF SCHOOLS DIVISION OFFICES**

To: Director III
Regional Performance Management Team
Regional Performance Validation Team
Schools Division Superintendents
Regional Office Division Chiefs
Curriculum Implementation Division Chiefs
School Governance Operations Division Chiefs
All Others Concerned

1. With reference 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 (DepEd), this Office, through the Regional Performance Validation Team (RPVT) and in coordination with the Regional Performance Management Team (RPMT), shall conduct a validation of the recalibrated 2023 Office Performance Commitment and Review Forms (OPCRFs) of Schools Division Offices (SDOs) on August 9, 2023, at 08:00 a.m. - 05:00 p.m., at the RECL NEAP Training Hall, DepEd Regional Office VIII Complex, Government Center, Candahug, Palo, Leyte.

- 2. The activity aims to:
 - a) present the recalibrated 2023 OPCRFs of the SDOs;
 - b) review the alignment of the objectives set in the OPCRf to the Key Result Areas (KRAs), Outputs, and Output Indicators based on the Office Functions and with the Department’s commitments to the Congress, MATATAG Basic Education Agenda, and 2023-2028 Regional Education Development Plan;
 - c) assess the accuracy of the Performance Indicators (Quality, Efficiency, and Timeliness) for each of the objectives identified in the OPCRFs; and
 - d) evaluate the relevance of and agree on the Means of Verification (MoV) or proof of performance per Performance Indicator.

3. The participants in this activity are the following:

Offices	Expected participants	No. of participants
Regional Office	Top Management	2
	Members of the RPMT	8
	Members of the RPVT	39
Schools Division Offices	Superintendents	13



	Chiefs of CID	13
	Chiefs of SGOD	13
	Total	88

4. To ensure the smooth conduct of the said validation activity, all members of the RPVT shall attend an information-sharing meeting with Dr. Ronelo Al K. Firmo, Chairperson of the RPVT, on August 8, 2023, at 9:00 a.m., at the QMS Office.

5. In preparation for the presentation of the recalibrated 2023 OPCRFs, the Schools Division Superintendents (SDSs) are advised to conduct their respective OPCRF recalibration during the midyear performance review in July 2023 considering the integration and alignment of the objectives with/based on the following inputs:

- a) KRAs, Outputs, and Output Indicators based on the Version 3 Office Functions;
- b) Department’s commitments to Congress;
- c) MATATAG Basic Education Agenda; and
- d) 2023-2028 Regional Education Development Plan (REDP).

6. SDOs shall also revisit the performance indicators identified per objective and KRA in the OPCRFs. A separate indicator shall be designed for Quality, Efficiency, and Timeliness (QET). All SDSs shall engage all Chiefs, Unit/Section Heads, and concerned personnel to review the accuracy of the Performance Indicator statements for QET. The template (Enclosure 1) on the MoV per Performance Indicator shall also be accomplished by the SDS/ratee.

7. The cluster and order of presentation of SDOs and assigned RPTV group during the breakout validation sessions are as follows:

Clusters	SDOs	RPVT Groups
A	Biliran, Leyte, Borongan City, and Eastern Samar	1
B	Baybay City, Ormoc City, Maasin City, and Southern Leyte	2
C	Tacloban City, Samar, Norther Samar, Calbayog City, and Catbalogan City	3

8. The presentation of the recalibrated OPCRF of the SDOs shall be in a slide deck with the following contents:

- a) KRAs with percentage allocation
- b) Objectives
- c) Timeline
- d) Performance Indicators for Quality, Efficiency, and Timeliness

9. Each SDS shall be given 30 minutes to present his/her OPCRF. Another 30 minutes shall be given to the RPVT members to review the OPCRF, check the appropriateness of the MoVs, and give feedback. The RPMT members may join the validation sessions as observers. The OPCRF Evaluation Template (Enclosure 2) shall be used by the RPVT members in recording their findings and recommendations. The SDOs shall provide at least three printout copies of the recalibrated OPCRF to the RPVT Secretariat during the registration or before the opening program starts. All slide deck presentations of SDOs shall be uploaded on or before August 8, 2023, through the link: <https://bit.ly/Recab23OPCRFs>.



10. The RPVT Secretariat shall document the conduct of the validation through minutes of the meeting, facilitate the opening program, breakout validation session, and closing activity, and compile the recalibrated OPCRf (ready for signing by the rater and approving authority) and accomplished list of agreed OPCRf MoV that shall be submitted to the RPMT Secretariat. Ms. Eva R. Rosales, RPMT Secretariat, shall facilitate and monitor the submission of the OPCRfs through the RPVT Secretariat. RPMT Secretariat shall also facilitate the approval of the OPCRfs by the Top Management.

11. Attached is the Indicative Program of Activity (Enclosure 3) for reference.

12. Expenses for the meal (one breakfast, one lunch, and two snacks) and venue rentals for the conduct of the one-day validation activity shall be charged to OARD/Local Funds, while transportation and other incidental expenses of the SDO participants to their respective Local Funds, subject to the usual accounting and auditing rules and regulations.

13. Immediate dissemination of and compliance with this Memorandum are desired.

fr: *RM*
EVELYN R. FETALVERO, CESO IV
Regional Director

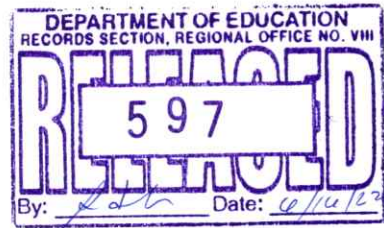
Enclosures: Template for the Agreed MoVs; Activity Matrix; RPVT Composition

References: DepEd Order No. 2, s. 2015; RM PPRD-2023-584

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

PERFORMANCE
VALIDATION
SDOs

PPRD-TCPJ



Enclosure 1 to Regional Memorandum PPRD-2023- 597

Agreed MoVs per Performance Indicator

Name of SDO: _____

Name of SDS: _____

RPVT No.: _____ RPVT Team Leader: _____

KRAs	Objectives	MoVs		
		Quality	Efficiency	Timeliness

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

Prepared by:

Signature over printed name
Schools Division Superintendent

Validated by the RPVT:

Signature over printed name
Team Leader

Signature over printed name
Team Co-leader

Signature over printed name
Secretariat

Signature over printed name
Member

Signature over printed name
Member

Signature over printed name
Member

Noted:

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



Enclosure 2 to Regional Memorandum PPRD-2023- 597

OPCRF Evaluation Template

SDO:		Name of Ratee:
RPVT Group No.:		Date of Validation:
KRA and Objective Number	Findings	Recommendations

Prepared by:

 Signature over printed name
 RPVT Member




Enclosure 2 to Regional Memorandum PPRD-2023- 597**Indicative Program of Activity**

VALIDATION OF RECALIBRATED 2023 OFFICE PERFORMANCE COMMITMENT
AND REVIEW FORMS OF SCHOOLS DIVISION OFFICES
August 9, 2023

Time	Activity	Facilitator
07:00 a.m.	Breakfast	
08:00 a.m.	Registration and submission of the printout copies of recalibrated OPCRf and list of MoVs	RPVT Secretariat
09:00 a.m.	Opening Program <ul style="list-style-type: none"> - Preliminaries - Acknowledgement of Participants - Statement of Purpose and Welcome Message - Message 	RPVT Secretariat Ms. Chona O. Zabala <i>Chair of RPVT Secretariat</i> Dr. Ronelo Al K. Firmo <i>Assistant Regional Director RPMT/RPVT Chairperson</i> Dr. Evelyn R. Fetalvero <i>Regional Director RPMT/RPVT Consultant</i>
10:00 a.m.	Health Break	
10:15 a.m.	SDOs' OPCRf Validation Proper Breakout Session Venues: Cluster A - Training Hall 1 Cluster B - Tacloban Room Cluster C - Calbayog Room	RPVT and SDOs
12:00 p.m.	Lunch	
01:00 p.m.	Continuation of the OPCRf Validation	RPVT and SDOs
04:00 p.m.	Closing Activity <ul style="list-style-type: none"> • Next Steps • Prayer <p style="text-align: center;">Mr. Rogelio O. Ticoy Jr. Program Host</p>	RPVT Secretariat

Prepared by:


TEODORICO C. PELINO JR. EdD
Education Program Supervisor

Noted by:

RITA R. DIMAKILING PhD
Chief Education Supervisor

Recommending Approval:

RONELO AL K. FIRMO, CESO V
Assistant Regional Director

Approved:

EVELYN R. FETALVERO, CESO IV
Regional Director





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

June 13, 2023

REGIONAL MEMORANDUM

PPRD-2023- **584**

**COMPOSITION OF THE REGIONAL PERFORMANCE
 VALIDATION TEAM (RPVT)**

To: Director III
 Schools Division Superintendents
 Regional Office Division Chiefs
 All Others Concerned

1. With reference 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 (DepEd), the Performance Management Team (PMT) may adopt internal procedures and strategies in carrying out its responsibilities. Hence, to ensure an efficient implementation of the RPMS, this Office establishes the Regional Performance Validation Team (RPVT) as follows:

Consultant: Dr. Evelyn R. Fetalvero, CESO IV
 Regional Director

Chairperson: Dr. Ronelo Al K. Firmo, CESO V
 Assistant Regional Director

Team 1: Leader: Dr. Harvie D. Villamor
 Co-leader: Atty. Eleanor E. Calumpiano
 Members: Ms. Russel L. Resco
 Ms. Apple T. Reyes
 Dr. Ryan R. Tiu
 Ms. Eden E. Dadap
 Ms. Gladys G. Fabillo
 Dr. Reynaldo E. Nayre
 Ms. Dina S. Superable
 Ms. Jennylind D. Daya
 Dr. Marlou D. Camposano
 Dr. Melvin Chito M. Solis

Team 2: Leader: Mr. Cesar P. Verunque
 Co-leader: Dr. Rosemarie M. Guino
 Members: Mr. Ariem V. Cinco
 Mr. Franco A. Villamor
 Dr. Gertrudes C. Mabutin
 Dr. Nova P. Jorge
 Mr. Rodel V. Rosales
 Ms. Fe M. Gerona



Ms. Geraldine M. Mangaliman
Mr. Mark Lito B. Gallano
Dr. Gerardo L. Adtoon
Mr. Jim Albert A. Lagado

Team 3: Leader: Ms. Mercedes Sarmiento
 Co-leader: Dr. Alejandra B. Lagumbay
 Members: Ms. Elizabeth E. Caboboy
 Ms. Ma. Laura F. Paglinawan
 Mr. Joy B. Bihag
 Dr. Dandy G. Acuin
 Mr. Gary Jay N. Calipayan
 Dr. Elmer Albert E. Cuevas
 Ms. Janice C. Delopere
 Mr. Sonny S. Tayum
 Ms. Rachel R. Cuevas
 Ms. Jasmin F. Calzita

Lead Secretariat: Ms. Chona O. Zabala (Secretariat for Team 1)
Members: Mr. Michael C. Parado (Secretariat for Team 2)
 Mr. Rogelio O. Ticoy Jr. (Secretariat for Team 3)

2. The RPVT, in close coordination with the regional PMT per attached Regional Memorandum No. PPRD-2023-391, shall have the following functions and responsibilities:

- a) Conduct an initial validation of the office's performance based on the approved Office Performance Commitment and Review Form (OPCRF);
- b) Review the alignment of the objectives set in the OPCRF to the Key Result Areas (KRAs), Outputs, and Output Indicators based on the Office Functions and with the Department's commitments to the Congress, MATATAG Basic Education Agenda, and 2023-2028 Regional Education Development Plan;
- c) Assess the accuracy of the Performance Indicators (Quality, Efficiency, and Timeliness) for each of the objectives identified in the OPCRFs;
- d) Evaluate the relevance of and agree on the Means of Verification (MoV) or proof of performance per Performance Indicator identified by all Heads of Offices in the OPCRFs;
- e) Validate the initial performance assessment of the Heads of Offices based on the reported accomplishments against the success/performance indicators and MoVs; and
- f) Submit the validation result of the initial office performance assessment to the RPMT.

3. The Secretariat shall perform the following roles and responsibilities:

- a) document the conduct of each validation through a minutes of meeting;
- b) facilitate the program preliminary and closing activities, if necessary; and
- c) assist the team in the consolidation, preparation, and submission of the validation result.

4. This designation which is in addition to the duties and functions of your present position shall not entail additional remuneration and shall continue to be effective until rescinded.



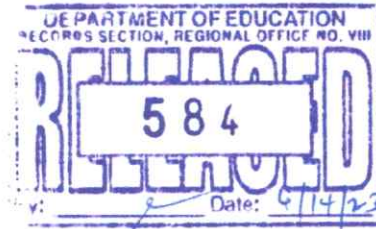
5. Immediate dissemination of and compliance with this Memorandum are desired.

for: dmj
EVELYN R. FETALVERO, CESO IV
Regional Director

Enclosures: Regional Memorandum No. PPRD-2023-391
References: DO No. 2, s. 2015; Regional Memorandum No. PPRD-2023-391
To be indicated in the Perpetual Index under the following subjects:

PERFORMANCE
VALIDATION

PPRD-TCPJ





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

April 28, 2023

REGIONAL MEMORANDUM

PPRD-2023- **391**

**UPDATED COMPOSITION OF THE REGIONAL PERFORMANCE
 MANAGEMENT TEAM (RPMT)**

To: Director III
 Schools Division Superintendents
 Regional Office Division Chiefs
 All Others Concerned

1. In relation to the assumption to duty of Dr. Ronelo Al K. Firmo, CESO V, Director III, as the newly appointed Assistant Regional Director of DepEd Regional Office VIII (Eastern Visayas), this Office updates the composition of the Regional Performance Management Team (RPMT) as follows:

Dr. Ronelo Al K. Firmo, CESO V
 Assistant Regional Director
 Chairperson

Dr. Rita R. Dimakiling
 Chief of Policy, Planning, and Research Division
 Member

Ms. Alma E. Suyom
 Chief of Finance Division
 Member

Dr. Alejandrito L. Yman
 Chief of Administrative Division
 Member

Dr. Teodorico C. Pelino Jr.
 Education Program Supervisor of Planning, and Research Division
 Member

Dr. Genis S. Murallos
 Schools Division Superintendent of Maasin City
 Member, Superintendents' Representative (PASS)

Atty. Maureen Charisse A. Maltos
 SEPS of NEAP at the Region
 Employees Union – Regional Chapter Representative

Ms. Jeanneth P. Camenforte
 Head of Girl Scouts of the Philippines Leyte Chapter
 Observer, DepEd-Recognized Civil Society Organization Representative



Ms. Eva D. Rosales
Administrative Officer V of Personnel Section
Secretariat

2. Pursuant to DepEd Order 2, s. 2015 or the Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education (DepEd), the RPMT shall have following functions and responsibilities:

- a) Set consultation meetings of all Heads of Offices for the purpose of discussing the targets set in the Office Performance Commitment and Review Form (OPCRF);
- b) Ensure that Office performance targets and measures as well as the budget are aligned with those of the agency and that work distribution of Offices/units is rationalized;
- c) Recommend approval of the office performance commitments and rating to the Head of Agency;
- d) Identify potential top performers and provide inputs to the PRAISE Committees for grant of awards and incentives; and
- e) Adopt its own internal rules, procedures, and strategies in carrying out the above responsibilities including schedule of meetings and deliberations and delegation of authority to representatives in case of absence of its members.

3. These designations which is in addition to the duties and functions of your present position shall not entail additional remuneration and shall continue to be effective until rescinded.

4. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director 

Enclosures: None

References: DO 2, s. 2015

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

PERFORMANCE RPMT

PPRD-TCPJ

