



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

November 10, 2023

**OFFICE MEMORANDUM**

PPRD-2023- **685**

**YEAR-END PERFORMANCE REVIEW/EVALUATION OF POLICY,  
PLANNING, AND RESEARCH DIVISION AND ITS PERSONNEL**

To: Chief of Policy, Planning, and Research Division  
PPRD Personnel  
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, the Policy, Planning, and Research Division (PPRD) shall conduct its Year-end Individual and Office Performance Review/Evaluation on December 20, 2023, at the PPRD Conference Room, DepEd Regional Office VIII Complex, Government Center, Candahug, Palo, Leyte.
2. This activity aims to review and evaluate the 2023 Individual and Office Performance Commitment and Review Forms in terms of accomplishments of targets and issues encountered per Key Result Area (KRA).
3. The participants to this activity are the PPRD Chief Education Supervisor, Education Program Supervisor, Senior Education Program Specialist, Planning Officer III, Education Program Specialist II, Administrative Officer II, Statistician I, and Administrative Assistant I.
2. The expenses for lunch shall be charged against the PPRD Local Fund, subject to the existing accounting and auditing rules and regulations.
3. Immediate dissemination of and compliance with this Memorandum are desired.

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**EVELYN R. FETALVERO, CESO IV**  
Regional Director *d*

Enclosures: None

References: As stated

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

PERFORMANCE MANAGEMENT

PPRD-TCPJ

