



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

June 18, 2024

REGIONAL MEMORANDUM

No. **675** 2024

**MIDYEAR REVIEW-CUM-ORIENTATION-WORKSHOP ON THE CRAFTING OF
REVISED 2024 OFFICE PERFORMANCE AND COMMITMENT
REVIEW FORMS OF SCHOOLS DIVISION OFFICES
AND REGIONAL FUNCTIONAL DIVISIONS**

To: Schools Division Superintendents
Regional Office Division Chiefs
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to DM-OUHROD-2024-0586, titled '*Interim Guidelines for the Office Performance Planning and Assessment for 2024 Onwards*,' this Office, through the Regional Performance Management Team, announces the conduct of Midyear Review-cum-Orientation-Workshop on the Crafting of Revised 2024 Office Performance and Commitment and Review Forms (OPCRF) of Schools Division Offices and Regional Functional Divisions on July 1, 2024, 9:00 a.m., at RELC NEAP Training Hall, DepEd Regional Office VIII, Government Center, Candahug, Palo, Leyte.

2. The activity aims to:
- discuss in detail the Interim Guidelines for the Office Performance Planning and Assessment for 2024 Onwards and parts of the new OPCR Form;
 - provide further guidance and clarifications to possible issues and concerns on the implementation of the interim guidelines and the use of the new OPCR for FY 2024 onwards;
 - review the 2024 OPCR targets and accomplishments of Regional Functional Divisions and Schools Division Offices; and
 - craft revised 2024 OPCR targets compliant to DM-OUHROD-2024-0586.

3. Participants to the activity are the following:

Participants	Number
Regional Director	1
Assistant Regional Director	1
Schools Division Superintendents	13
SDO OPCR Focals	13
Regional Functional Division Chiefs	8
RO Personnel (1 from each RFD)	8
Regional Performance Management Team Members	3
Secretariat	3
TOTAL	50

4. Participants identified in this Memorandum who are unable to attend due to emergencies or prior commitments, may designate a representative.
5. Attached is the matrix of activities for reference.
6. Expenses for the conduct of this activity shall be charged against ORD Fund, while transportation and other incidental expenses of the participants shall be charged against their respective Local Funds, subject to the existing accounting and auditing rules and regulations.
7. Immediate dissemination of and compliance with this Memorandum are desired.

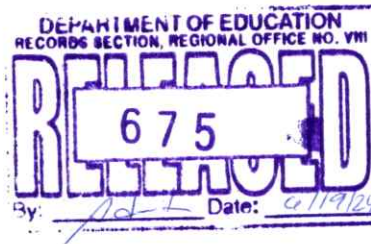

EVELYN R. FETALVERO CESO IV
Regional Director *RF*

Enclosures: As stated

References: None

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

PPRD-RCB



MATRIX OF ACTIVITIES

July 1, 2024

Day/Time	Activity	Person-in-charge/Facilitator/Resource Persons
7:00-8:00 AM	Arrival and Registration	Secretariat
8:00 AM	Opening Program -Preliminaries -Participants and Activity Background -Message	Dr. Rita R. Dimakiling Dr. Evelyn R. Fetalvero
8:30 AM	Orientation on the Interim Guidelines for the Office Performance Planning and Assessment for 2024 Onwards	Dr. Rita R. Dimakiling
10:00 AM	WORKSHOP PROPER	Dr. Rex C. Briones
12:00 PM	LUNCH	
1:00 PM	Presentation of Sample Revised 2024 OPCR	SDO
2:00 PM	Open Forum	
4:00 PM	Closing Program	Secretariat
5:00 PM	Homeward Bound	