



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

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February 8, 2021

**OFFICE MEMORANDUM**

No. **049**, s. 2021

To: Performance Management Team (PMT)  
Regional Office Division Chiefs  
All Others Concerned

**PLANNING CONFERENCE CUM TARGET SETTING FOR 2021 OPCRFS AND IPCRFs**

To: Performance Management Team (PMT)  
Regional Office Division Chiefs  
All Others Concerned

1. This Office, through the Performance Management Team (PMT), shall conduct a **Planning Conference cum Target Setting** on **February 17-18, 2021** at the RELC-NEAP Training Hall, DepEd RO8 Complex, Government Center, Candahug, Palo, Leyte.
2. The objectives of this conference are as follows:
  - a. Review and discuss organizational goals as bases for setting performance standards;
  - b. Establish the alignment of individual goals vs. organizational goals based on the Compendium of Functions of DepEd Regional and Schools Division Offices, and individual personnel;
  - c. Set targets and commitment to achieve the desired individual and office outputs at the end of the performance cycle; and
  - d. Other matters.
3. The participants to this activity are the PMT Chairman and Members, Regional Division Office Chiefs, and the PMT Secretariat. External PMT Members such as SDS Genis Murallos of Southern Leyte Division, and Ms. Jeanneth P. Camenforte, Civil Society Organization (CSO) Representative, shall join the meeting through Google Meet.
4. Expenses incurred relative to the conduct of this activity such as two lunches and four snacks shall be charged to the OARD Fund, subject to the usual accounting and auditing rules and regulations.



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DepEd RO8 ATA-F16 (CY2018-v03-r00) Page 1 of 2



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

  
**MA. GEMMA MERCADO LEDESMA**  
Regional Director

PMT-ICC

