



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

October 26, 2021

REGIONAL MEMORANDUM

No. **02-796**, s. 2021

PLANNING CONFERENCE *CUM* TARGET SETTING WORKSHOP ON 2022 OFFICE PERFORMANCE COMMITMENT AND REVIEW FORM (OPCRF) WITH THE REGIONAL PERFORMANCE MANAGEMENT TEAM (PMT)

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

1. This Office, through the Performance Management Team (PMT), shall conduct a face-to-face Planning Conference *cum* Target Setting Workshop on 2022 Office Performance Commitment and Review Form (OPCRF) with the Regional Performance Management Team (PMT) on December 1-2, 2021 at the Luxury Suites Hotel, Tacloban City.
2. The activity aims to:
 - a. review the Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education;
 - b. come up with revised unified 2022 OPCRFS for Schools Division Superintendents (SDSs), Assistant Schools Division Superintendents (ASDSs), and Chiefs of the School Governance and Operations Division (SGOD) and Curriculum Implementation Division (CID); and
 - c. set targets for 2022 OPCRFS.
3. The participants to this activity are the PMT Chairperson and Members, SDSs, ASDSs, Regional Office Functional Division Chiefs, SGOD and CID Chiefs, and Policy, Planning, and Research Division Personnel.
4. The participants are advised to strictly abide by the health protocols of the Department of Health (DOH) and Inter-Agency Task Force – Emerging Infectious Diseases (IATF-EID) during the face-to-face activity such as social distancing, wearing of face masks and face shields, frequent use of rubbing alcohol or handwashing with soap and water.



5. Attached is the Activity Matrix (Enclosure 1), for reference. For confirmation of attendance, please send an accomplished Confirmation Letter (Enclosure 2) to pprd.region8@deped.gov.ph on or before November 29, 2021.
6. The expenses for food, venue rental, accommodation, and other incidental costs shall be charged against PPRD Funds while the expenses for travel of the Schools Division participants to Division MOOE/Local Funds, subject to the usual existing accounting and auditing rules and procedures.
7. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director

Enclosures: As stated

References: None

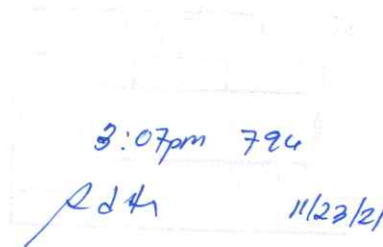
To be indicated in the Perpetual Index under the following subjects:

CONFERENCE

PMT

TARGET SETTING

PPRD-TCPJ



Enclosure No. 1 to RM 796, s. 2021

Planning Conference cum Target Setting Workshop on 2022 Office Performance Commitment and Review Form with the Regional Performance Management Team
December 1-2, 2021 at the Luxury Suites Hotel, Tacloban City

ACTIVITY MATRIX

Date/Time	Activity	Facilitator
December 1, 2021		
08:00 a.m.	Arrival and Registration	
09:00 a.m.	Opening Activities <ul style="list-style-type: none"> - Preliminaries - Acknowledgement of Participants and Statement of Purpose - Message 	Dr. Bebiano I. Sentillas, CESO V <i>OIC-ARD/PMT Chairperson</i> Dr. Evelyn R. Fetalvero, CESO IV <i>Regional Director</i>
10:00 a.m.	Review of D.O. No. 2, s. 2015	Dr. Rita R. Dimakiling <i>Chief, PPRD</i>
11:00 a.m.	Basics of Work and Financial Plan (WFP)	Mr. Elmer Baruña <i>Planning and Programming Division DepEd Central Office</i>
01:00 p.m.	OPCRF Target Setting and Linking OPCRf to WFP	BHROD, DepEd Central Office
3:00 p.m.	Workshop on Target Setting	
December 2, 2021		
09:00 a.m.	Preliminaries <ul style="list-style-type: none"> • Nationalistic Song • Prayer • Recapitulation 	
09:30 a.m.	Mechanics on the Development of Unified OPCRf Templates	Dr. Isidro C. Catubig, CESE <i>Chief, ESSD/PMT Co-chairperson</i>
10:30 a.m.	Breakout Workshop	
	Presentation of Outputs and Feedback-Giving	
12:00 nn.	Lunch Break	
01:00 p.m.	Continuation of Workshop/Presentation	
03:00 p.m.	Closing Activities <ul style="list-style-type: none"> • Next Steps/Message • Prayer • Photo Opportunity 	Dr. Bebiano I. Sentillas, CESO V

Enclosure No. 2 to RM 794, s. 2021

CONFIRMATION LETTER

Dr. Evelyn R. Fetalvero, CESO IV

Regional Director
DepEd Regional Office VIII
Candahug, Palo, Leyte

Ma'am:

May I respectfully submit the Confirmed Participants to the face-to-face **Planning Conference cum Target Setting Workshop on 2022 Office Performance Commitment and Review Form (OPCRF) with the Regional Performance Management Team (PMT)** on December 1-2, 2021 at the Luxury Suites Hotel, Tacloban City.

Name	Designation	Email address	Signature
	SDS		
	ASDS		
	SGOD Chief		
	CID Chief		

Very truly yours,

Schools Division Superintendent