



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

August 2, 2023

OFFICE MEMORANDUM

PPRD-2023- **477**

**REFINEMENT, ENHANCEMENT, AND FINALIZATION OF 2023 OFFICE
 PERFORMANCE COMMITMENT AND REVIEW FORMS**

To: Director III
 Functional Division Chiefs
 Education Program Supervisors
 Supervising Administrative Officers
 Unit and Section Heads
 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 and as an offshoot of the agreements firmed up during the Midyear Performance Review of 2023 Office Performance Commitment and Review Forms (OPCRFs) on July 25, 2023, this Office, through the Regional Performance Management Team (RPMT), shall conduct a workshop on the Refinement, Enhancement, and Finalization of 2023 OPCRFs of Regional Functional Divisions (RFDs) on September 7-8, 2023, venue shall be announced in a separate issuance.

2. The objectives of this activity are as follows:
 a) present the final draft of the recalibrated 2023 OPCRFs of the Regional Functional Divisions (RFDs);
 b) review the alignment of the objectives set in the OPCRf to the Key Result Areas (KRAs); and
 c) assess the accuracy of the Performance Indicators for Quality, Efficiency, and Timeliness and the identified Means of Verification (MoV) or proof of performance.

3. The expected participants in this activity are the following:

Office/Participants	No. of Pax
Top Management	2
RFD Chiefs	8
Education Program Supervisors	21
Supervising Administrative Officers	2
Unit and Section Heads	14
Planning Officer III	1
PPRD Support Staff (AO II and EPS II)	2
TOTAL	50



4. In preparation for the said activity, the RFD Chiefs shall revisit the performance indicators identified per objective, particularly the separate indicator that has been designed for Quality, Efficiency, and Timeliness. All chiefs shall engage all Unit/Section Heads and personnel to review the accuracy of the Performance Indicators in the OPCRFS and the alignment of the objectives per KRA, Outputs, and Output Indicators based on the Version 3 Office Functions and with the Department's commitments to the Congress, MATATAG Basic Education Agenda, and 2023-2028 Regional Education Development Plan.
5. The RFD chiefs shall prepare eight printout copies of the OPCRFS during the presentation.
6. Attached is the Activity Matrix for reference.
7. Expenses incurred relative to the conduct of this activity such as board and lodging shall be charged against OARD Funds while travel and other incidental expenses of the participants to their respective local funds, subject to the existing accounting and auditing rules and regulations.
8. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director

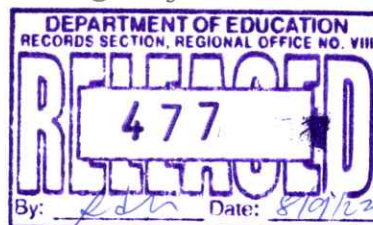
Enclosures: As stated

References: As stated

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

PERFORMANCE MANAGEMENT
RPMT

PPRD-TCPJ



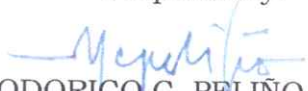
Enclosure to Office Memorandum PPRD-2023- 477

ACTIVITY MATRIX

Workshop on the Refinement, Enhancement, and Finalization of 2023 OPCRFS
September 7-8, 2023

Day/Time	Activities
Day 1 September 7	
09:00-10:00	Opening Program
	<ul style="list-style-type: none"> Preliminaries Acknowledgement of Participants and Activity Rationale Dr. Ronelo Al K. Firmo, CESO V <i>Assistant Regional Director/ RPMT Chairperson</i> Opening Message Dr. Evelyn R. Fetalvero, CESO IV <i>Regional Director</i>
10:00-12:00	Finalization of 2023 Recalibrated OPCRFS per RFD
01:00-03:00	Validation of the Agreed MoVs RFD Chiefs and Inter-Functional Division Validators
Day 2 September 8	
09:00-03:00	Presentation of Recalibrated OPCRFS and Sharing of Findings/Observations RFD Chiefs
04:00-05:00	Closing Activity <ul style="list-style-type: none"> Closing Message/Next Steps Dr. Ronelo Al K. Firmo, CESO V <i>Assistant Regional Director/ RPMT Chairperson</i> Photo Opportunity <p style="text-align: right;">Ms. Eva D. Rosales <i>Program Host/ RPMT Secretariat</i></p>

Prepared by:


TEODORICO C. PELINO JR. EdD
EPS of PPRD

Noted:


RITA R. DIMAKILING PhD
Chief of PPRD

Recommending Approval:


RONELO AL K. FIRMO, PhD, CESO V
Assistant Regional Director

Approved:


EVELYN R. FETALVERO, CESO IV
Regional Director

