



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

March 2, 2026

OFFICE MEMORANDUM

FD-2026- **106**

**CONDUCT OF FINANCE DIVISION QUARTERLY INTERNAL PROGRAM
IMPLEMENTATION REVIEW (PIR)-CUM-PERFORMANCE REVIEW
AND EVALUATION FOR CALENDAR YEAR 2026**

To: Director III
Functional Division Chiefs
All Others Concerned

1. The Finance Division shall conduct its Quarterly Internal Program Implementation Review (PIR), Mid-Year Performance Review and Assessment, and Year-End Performance Review for Calendar Year 2026.
2. This activity aims to:
 - a. Review and/or update of its Operations Manual, SWOT Matrix, Risk Registry, and Opportunity Registry;
 - b. Review its Work and Financial Plan and implement applicable adjustments for the succeeding quarter;
 - c. Conduct the Mid-Year Review of the Office Performance Commitment Review Form (OPCRF) and the Individual Performance Commitment Review Form (IPCRF); and
 - d. Conduct the Year-End Performance Review of the Office Performance Commitment Review Form (OPCRF) and the Individual Performance Commitment Review Form (IPCRF) on the following schedules:

QUARTER	DATE	ACTIVITY
Quarter 1	March 18-19, 2026	Internal MEA
Quarter 2	June 18-19, 2026	Internal MEA-CUM-Mid-Year Performance Review
Quarter 3	September 17-18, 2026	Internal MEA
Quarter 4	December 17-18, 2026	Internal MEA-CUM-Year-End Performance Review

3. The participants in this activity are the Chief, Unit Heads of the Accounting and Budget, Sections, and all staff and personnel of the Finance Division.
4. Expenses incurred relative to the conduct of this activity shall be charged to the FD fund subject to existing accounting and auditing rules and regulations.

5. Immediate dissemination of and strict compliance with this Memorandum is desired.


RONELO AL K. FIRMO, CESO IV
Assistant Regional Director
Officer-in-Charge
Office of the Regional Director

FD-GJF

