



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

June 13, 2024

DIVISION MEMORANDUM

OSDS No. 065, s. 2024

PERFORMANCE REVIEW AND EVALUATION, AND OPCRF ALIGNMENT AND RECALIBRATION

To: Assistant Schools Division Superintendent
Performance Management Team (PMT)
Chiefs of SGOD and CID
SDO Unit/Section Heads
School Heads
All Others Concerned

1. In accordance with DepEd Order No. 2, s. 2015 titled "Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education", this Office through the Division Performance Management Team (PMT) shall conduct the performance review and evaluation for school heads and SDO chiefs and unit/section heads. There will also be alignment and recalibration of the OPCRF of the OSDS and SDO functional divisions and units/sections as per DM-OUHROD-2024-0586 or the Interim Guidelines for the Office Performance Planning and Assessment for FY 2024 Onwards.
2. The schedules, venues and personnel involved in the activities are provided below.

Activity	Schedule	Venue	Personnel Involved/Responsible
Alignment and Recalibration of OPCRFs of the OSDS and SDO Functional Divisions and Units/Sections	June 24-26, 2024	SDO Conference Room	<ul style="list-style-type: none">• SDS• OIC-ASDS• All SGOD Personnel• CID Chief and EPSs• All Unit/Section Heads
Year-End Performance Review and Evaluation for School Heads	July 8-19, 2024	Division Office	<p>Sub-PMT A</p> <p>Team Leader:</p> <ul style="list-style-type: none">• Mayflor D. Romualdo <p>Members:</p> <ul style="list-style-type: none">• Jonel G. Solomon• Agnes G. Muyco <p>Groups of School Heads to Present their SY</p>



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-562-4880; 0919-065-6425
Email: tacurong.city@deped.gov.ph
Website: depedtacurong.org



Republic of the Philippines
Department of Education
 Region XII
 Schools Division Office of Tacurong City

			<p>2023-2024 Performance/ Accomplishments</p> <ul style="list-style-type: none"> • Secondary Schools West Cluster <p>Sub-PMT B Team Leader:</p> <ul style="list-style-type: none"> • Arlene Rosa G. Arquiza <p>Members:</p> <ul style="list-style-type: none"> • Ernie P. Pama • Sheryll A. Moradas <p>Groups of School Heads to Present their SY 2023-2024 Performance/ Accomplishments</p> <ul style="list-style-type: none"> • East Cluster • North Cluster <p>Sub-PMT C Team Leader:</p> <ul style="list-style-type: none"> • Zenaida B. Porras <p>Members:</p> <ul style="list-style-type: none"> • Randy E. Porras • Ma. Dianne R. Dela Fuente <p>Groups of School Heads to Present their SY 2023-2024 Performance/ Accomplishments</p> <ul style="list-style-type: none"> • South Cluster • Central Cluster
Mid-Year Performance Review and Performance Evaluation of SDO-Tacurong City	July 25-26, 2024	SDO Conference Room	<ul style="list-style-type: none"> • SDS • OIC-ASDS • CID and SGOD Chiefs • All Unit/Section Heads

3. The SGOD is tasked to provide input and guidance for the alignment and recalibration of the OPCRf as outlined DM-OUHROD-2024-0586.

4. During the Year-End Performance Review and Evaluation for School Heads, school heads shall present their self-rated OPCRf for SY 2023-2024, along with their Journal of Accomplishments and MOVs, to their assigned Sub-PMT for evaluation and finalization of performance ratings. The Sub-PMT will notify them of the specific



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-562-4880; 0919-065-6425
Email: tacurong.city@deped.gov.ph
Website: depedtacurong.org



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

date and venue for the presentation. The rated OPCRf of the school heads shall be initialed by the leader of the Sub-PMT and submitted for signature of the OIC-ASDS and approval of the SDS.

5. During the Mid-Year Performance Review and Evaluation of the Division Office, the CID and SGOD Chiefs and the unit/section heads shall present their OPCRf accomplishments for January to June 2024 to the Division PMT. The Division PMT shall then prepare the OPCRf accomplishments and rating (January to June 2024) for the OSDS.

5. The Division PMT Chair shall oversee the activities and provide the necessary support to achieve the expected outputs.

6. Meals and other expenses relative to the conduct of these activities shall be charged against the division MOOE/local funds subject to existing government auditing and accounting rules and regulations.

7. For information, guidance and compliance.


GILDO G. MOSQUEDA, CEO VI
Schools Division Superintendent

Enclosure: None

References: As stated

Allotment: None

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

PERFORMANCE
REVIEW
RATINGS

GBB/OSDS/DM/ PERFORMANCE REVIEW AND EVALUATION, AND OPCRf ALIGNMENT AND RECALIBRATION
/June 13, 2024



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-562-4880; 0919-065-6425
Email: tacurong.city@deped.gov.ph
Website: depedtacurong.org