



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
Schools Division of Benguet

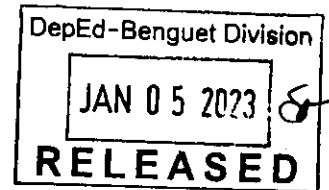
January 4, 2023

DIVISION MEMORANDUM

No. 040 52023

CONDUCT OF PERFORMANCE MANAGEMENT REVIEW FOR CY 2022

To: OIC-Assistant Schools Division Superintendent
 Chief Education Supervisors
 ALL Performance Management Team Members
 ALL Others Concerned



1. Pursuant to DepEd Order No. 2 series of 2015, **RE: GUIDELINES ON THE ESTABLISHMENT AND IMPLEMENTATION OF THE RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS)** in the Department of Education, this Office shall conduct a face-to-face Performance Management Review through the presentation of the 2022 Office Performance Commitment and Review (OPCR) accomplishments and 2023 Commitments of the Functional Divisions of the Schools Division Office on January 17, 2023 at the SDO Adivay Hall, Wangal, La Trinidad, Benguet.
2. This activity aims to assess SDO accomplishments through a preview of the Office Performance and Commitment of functional divisions and all office staff for calendar year 2022.
3. Participants to this activity are as follows:

Name		Quantity
Gloria B. Buya-ao		1
Carmel F. Meris	Chairperson	1
Lucio B. Alawas	Member	1
Rizalyn A. Guznian	Member	1
Jeanette I. Kiong	Member	1
Florinda C. Pagoy	Member	1
Glenn N. Duguis	Member	1
Merlyn Conchita O. de Guzman	Member	1
Susan CJ Dawang	Member	1
Daniel D. Peredo	Member	1
Johnson B. Legaspi	Member	1
Marilyn Tolbe	Member	1
Judencio Awas	Observer	1
Maricel S. Codimdim	Secretariat	1



Address: Wangal, La Trinidad, Benguet
 Telephone Number: (074) 422-6570
 Email: benguet@deped.gov.ph
 Facebook Page: DepEd Tayo Benguet





Republic of the Philippines
Department of Education
 Cordillera Administrative Region
Schools Division of Benguet

Annabel Dulatre	Secretariat	1
Elvernice S. Fanged	Secretariat	1
Genevieve Y. Castro	Secretariat	1
Total		17

4. Schedule of Activities relative to the Performance Management Review is specified as:

Date	Activities	In-charge
January 9 to 13, 2023	Division/Unit Presentation of 2022 OPCR	CES, CID CES, SGOD
	Division/Unit Presentation of 2023 Commitments	
January 17, 2023	Presentation of the 2022 OPCR and 2023 Commitments of CID and SGOD	ASDS, CES of CID and SGOD
January 20, 2023	Submission of Rated OPCR of CID and SGOD and IPCR of all SDO employees	PMT Members
January 23 to 25, 2023	Validation and Signing of all PMT members and Approving Authority	PMT Members
January 26 to 27, 2023	Preparation of Certificates	Secretariat
January 30, 2023	Performance Commitment Awarding Ceremony	HRDS

5. Presentation of 2022 OPCR accomplishments must be done in clear slide decks using the template below:

- a. Slide 1. Mandate of the Division/Unit
- b. Slide 2. Summary Weight and Rating per KRA

KRA 1: _____ Title _____ %
 Output: _____

KRA 2: _____ Title _____ %
 Output: _____

KRA 3: _____ Title _____ %
 Output: _____



Address: Wangal, La Trinidad, Benguet
 Telephone Number: (074) 422-6570
 Email: benguet@deped.gov.ph
 Facebook Page: DepEd Tayo Benguet





Republic of the Philippines
Department of Education
 Cordillera Administrative Region
Schools Division of Benguet

- c. Slide 3. 30 minutes Presentation Proper with MOVs (Scanned MOVs embedded in the presentation as picture shall be verified by PMT in the packed MOVs submitted) and another 15 minutes for clarification.

KRA 1.					
Objectives	Based from Compendium of Office Functions				
KPI	Aligned with objectives				
Target Date				Weight	%
Output/Accomplishment	How many was achieved/delivered/crafted/attained?				
Actual Result				Rating	Score
Q	E	T	Average		
MOVs Presented:					

6. Presentation of 2023 commitments shall follow the OPCRf template. There is no need to present this through slide decks.
7. Meals (1 lunch) and snacks (2) of participants during the presentation activity shall be charged against Division MOOE while travel and other incidental expenses of field participants shall be charged against School or any available local funds subject to the usual accounting and auditing rules and regulations.
8. Immediate dissemination of and strict compliance with this Memorandum is directed.

GLORIA B. BUYA-AO
 Schools Division Superintendent

PMT/cfm/esf



Address: Wangal, La Trinidad, Benguet
 Telephone Number: (074) 422-6570
 Email: benguet@deped.gov.ph
 Facebook Page: DepEd Tayo Benguet

