



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
 No. 201, s. 2022

May 4, 2022

**CONDUCT OF FACE-TO-FACE PERFORMANCE REVIEW, EVALUATION AND
 ADJUSTMENT ON THE IMPLEMENTATION OF OFFICE PERFORMANCE
 COMMITMENT (OPC) OF SCHOOLS FOR THE
 FIRST SEMESTER OF SY 2021 – 2022**

To: Assistant Schools Division Superintendent
 CID and SGOD Chiefs
 Public Schools District Supervisors
 Elementary and Secondary School Heads

- In pursuance to DepEd Order No. 2, s. 2015, re: *Guidelines on the Establishment and Implementation of the Results-based Performance Management System (RPMS) in the Department of Education*, and in connection with the implementation of the *Customized Performance Management System for DepEd Digos City*, this Office informs the field on the conduct of Face-to-Face Performance Review, Evaluation and Adjustment on the Implementation of Office Performance Commitment (OPC) of Schools for the first semester of SY 2021 – 2022 on dates reflected below:

Date	District	Venue
May 17	Mt. Apo	G. Reusora CES
May 18	Digos Occidental	DCCES
May 19	Secondary Schools	DICNHS AVR
May 20	Digos Oriental	RMCES Library
May 24	Digos South	Saplala ES

- In connection thereof, School Heads are advised to make use of the MEA template attached hereto, which shall be presented using powerpoint application.
- District Supervisors are expected to manage the conduct of the aforementioned activity, which is expected to formally start at 8:30 in the morning. They are also expected to serve as evaluator of accomplishments against target in the OPC.
- In as much that financial matters are already included in the quarterly report on School & District Monitoring, Evaluation and Adjustment, the above-mentioned activity shall include only the 1) Summary Report on Physical Accomplishment of Operation, 2) Mid-year Physical Accomplishment Report of Operation, 3) Value-Added Outputs Report, and 4) Implementation Concerns, Issues, Gaps, & Problems (CIGPs), Proposed Resolutions and Lessons Learned.
- Travel, meals and other incidental expenses incurred relative to the conduct of the activity shall be charged against School MOOE/local funds subject to the usual accounting and auditing rules and regulations.
- For guidance and strict compliance.

DepEd Schools Division of Digos City
 RECORDS SECTION

RELEASED
 22-84607
 DATE: MAY 11 2022 TIME: 2:02 PM
 BY: _____

CRISTY C. EPE
 Schools Division Superintendent



KRA	OUTPUT	PROGRAM/ACTIVITY/ PROJECT	PERFORMANCE INDICATORS	MOVs	NO. OF PHYSICAL TARGETS (with complete entries)			NO. OF PHYSICAL ACCOMPLISHMENTS		
					Sem. 1	Sem. 2	Total	Sem. 1	Sem. 2	Total

Prepared by:

Ratee

Date:

Approved by:

Rater

Date:
