

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

1. 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		

- 2. In connection thereof, School Heads are advised to make use of the MEA template attached hereto, which shall be presented using powerpoint application.
- 3. 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.
- 4. 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.
- 5. 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.

6. For guidance and strict compliance.

OapEd Schools Division of Digos City
RECORDS SECTION

DATE: MAY 1 2022 TIME: 2:02 PM

CRISTY C. EPE
Schools Division Superintendent

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Department of Education

Region XI

SCHOOLS DIVISION OF DIGOS CITY

Digos City

PERFORMANCE REVIEW, EVALUATION AND ADJUSTMENT ON THE IMPLEMENTATION OF THE SCHOOLS' OFFICE PERFORMANCE COMMITMENT (OPC)

Summary Report on Physical Accomplishment of Operation

Name:	School :	District:
Position:		Rating Period:

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

KRA	OUTPUT	PROGRAM/ACTIVITY/ PROJECT	PERFORMANCE INDICATORS	MOVs	1	PHYSICAL of complete en		NO. OF PHYSICAL ACCOMPLISHMENTS		
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Region XI SCHOOLS DIVISION OF DIGOS CITY

Digos City

PERFORMANCE REVIEW, EVALUATION AND ADJUSTMENT ON THE IMPLEMENTATION OF THE SCHOOLS' OFFICE PERFORMANCE COMMITMENT (OPC)

Mid-year Physical Accomplishment Report of Operation

Name:	School:	District:
Position:	Rating Period:	Semester:

									PHYSICA	L ACCOMPLISI	HMENTS			
KRA	KRA OUTPUT PROGRAM/ ACTIVITY/ PROJECT	PERFORMANCE INDICATORS	WOVS	Number of Physical Targets	ACHIEVED (shall be based on planned targets only. Accomplishment/s exceeding the planned targets will be counted automatically as gain/s	% of Accomplis hments shall be in maximum of 100% only	GAIN	Percent age of Gain	Reason/s for the Gain	GAP (Number of Unaccomp lished Targets)	Percent age of Gap	Issues for the Gap	Recommendat ion (Drop, Carry Over, Modify, Replace)	

		-			-									
					PHYSICAL ACCOMPLISHMENTS									
KRA	ОИТРИТ	PROGRAM/ ACTIVITY/ PROJECT	PERFORMANCE INDICATORS	MOVs	Number of Physical Targets	ACHIEVED (shall be based on planned targets only. Accomplishment/s exceeding the planned targets will be counted automatically as gain/s	% of Accomplis hments shall be in maximum of 100% only	GAIN	Percent age of Gain	Reason/s for the Gain	GAP (Number of Unaccomp lished Targets)	Percent age of Gap	Issues for the Gap	Recommendat ion (Drop, Carry Over, Modify, Replace)
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Date:		(Na	icej						Date:			(Rate	er)	
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MID-YEAR PERFORMANCE REVIEW, EVALUATION AND ADJUSTMENT ON THE IMPLEMENTATION OF THE SCHOOLS' OFFICE PERFORMANCE COMMITMENT (OPC)

Value-Added Outputs Report

Name:	School:					
Position:	District:					
		Semester:				
Value-Added Outputs	Reasons f	for Accomplishments				
Prepared by:	Approved by:					
Ratee		Rater				
Date:	Date:					



Republic of the Philippines

Department of Education

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MID-YEAR PERFORMANCE REVIEW, EVALUATION AND ADJUSTMENT ON THE IMPLEMENTATION OF THE SCHOOLS' OFFICE PERFORMANCE COMMITMENT (OPC)

Implementation Concerns, Issues, Gaps, & Problems (CIGPs), Proposed Resolutions and Lessons Learned

Name:		School:						
Position:		District:						
		Rating Period:	Quarter:					
Concerns, Issues, Gaps, Problems (CIGPs)	Category (Technical, Institutional, Financial, Political, Infrastructure, Social, Gender, Environmental)	Proposed Resolutions/Comm itment	Lessons Learned					
Prepred by:		Approved by:						
Ratee		Rater						
Date:		Date:						