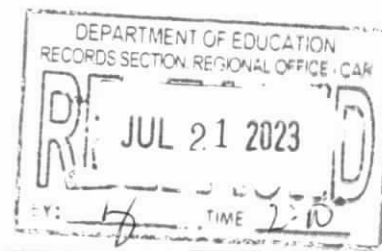




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



20 July 2023

REGIONAL MEMORANDUM

No. 387-2023

**CONDUCT OF 2023 MID-YEAR PERFORMANCE REVIEW AND EVALUATION
FOR THE SCHOOLS DIVISION OFFICES**

To: Assistant Regional Director
Schools Division Superintendents
Performance Management Team
All Others Concerned

1. In cognizant 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, this Office, through the Human Resource Development Division (HRDD) and Performance Management Team (PMT) will conduct the 2023 Mid-Year Performance Review and Evaluation of Office Performance Commitment and Review Forms (OPCRFs) of the Schools Division Office via virtual mode through the link <https://tinyurl.com/SDOmyreview2023> on July 28, 2023 from 8:30 a. m. to 5:00 p.m.
2. The objectives of this activity are as follows:
 - a. assess first semester accomplishments versus targets per Key Result Area (KRA);
 - b. present the rated first semester OPCRf of each Schools Division Office;
 - c. align performance targets for the second semester with Version 3 Compendium.
3. Relative to this, each SDO shall conduct the following preliminary activities in preparation for the abovementioned scheduled activity.
 - a. Conduct a mid-year performance review and evaluation of the 2023 first semester OPCRf in their respective division offices using the attached template.
 - b. All SDOs to harmonize and strictly adhere to the required percentage per KRA.
4. Schools Division Offices are requested to submit their rated OPCRf and accomplished template through car.personnel@deped.gov.ph on or before July 27, 2023. Means of Verification (MOVs) per KRA/Indicator is not required during this review.
5. All schools Division Offices are requested to follow Compendium Version 3 in the determination of KRA and objectives for the second semester. They may also add

HRDD/JPA/sasha



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other objectives but not to remove or miss any of the committed objectives stipulated in the Compendium.

6. Participants to this activity are the following:

Name	Office/ Participants	No. of Participants
Estela P. Leon -Cariño, CESO III	Regional Director	1
Ronald B. Castillo, CESO V	ARD, PMT Chair	1
Schools Division Superintendents	ALL SDOs	8
Asst. Schools Division Superintendents	All SDOs	8
Jennifer P. Ande	Chief ES, PMT	1
Georgina C. Ducayso	Chief ES, PMT	1
Maksim H. Botilas	Chief AO PMT	1
Florence E. Balictan	EPS Representative, PMT	1
Cristina L. Paquit	SAO, PMT	1
Eleonora A. Albidas	AO V, Secretariat	1
Emmanuela M. Gabol	EPS II, Secretariat	1
Dumas D. Aban	AO II, Secretariat	1
Marvin John C. Flores	ADAS 1, Secretariat	1
Sasha Joseph L. Daganos	HRDD PMS Focal	1
TOTAL		28

7. Each SDO shall be given twenty (20) minutes to present their rated OPCRf. Another fifteen (15) minutes shall be given to the PMT members to review, evaluate and give feedback.

8. For inquiries and clarifications, all concerned may contact HRDD-NEAPR Chief Jennifer P. Ande through mobile number 09190073814.

9. Immediate dissemination of and strict compliance to this Memorandum is required.

ESTELA P. LEON-CARIÑO EdD, CESO III
 Director IV/Regional Director

For the Regional Director:


RONALD B. CASTILLO, CESO V
 Assistant Regional Director



2023 MID-YEAR PERFORMANCE REVIEW AND EVALUATION

TEMPLATE FOR WORKSHOP

KRA	OBJECTIVES	COMMITMENT	ACTUAL ACCOMPLISHMENTS	VARIANCE	ADJUSTMENT

Guide Questions:

1. What are the accomplished/Unaccomplished targets? Why?
2. How will you address issues and gaps encountered?