



**RELEASED**  
 DEC 28 2018

December 27, 2018

**REGIONAL MEMORANDUM**  
**438-2018**

DEPED-CAR

**2018 PERFORMANCE EVALUATION AND 2019 PLANNING CONFERENCE**

**TO : ALL SCHOOLS DIVISION SUPERINTENDENTS  
 ALL REGIONAL OFFICE DIVISION CHIEFS  
 ALL REGIONAL OFFICE UNIT HEADS PER FUNCTIONAL DIVISION  
 ALL CONCERNED PERSONNEL**

1. This is to announce that the 2018 Performance Evaluation and 2019 Planning Conference shall be conducted at NEAP-R, DepED-CAR Regional Office Compound, Wangal, La Trinidad, Benguet.

2. The activity aims to:

1. evaluate and assess the 2018 accomplishments of Regional Office Functional Divisions and SDOs vis-à-vis the regional targets and
2. serve as a guide for the continuous improvement of the regional performance.

3. The schedule of activities are as follows:

Activity	Date	Participants	Number of Pax
Performance Evaluation Phase I	January 3-4, 2019	RD, ARD, RO Division Chiefs, RO Unit Heads, Secretariat	29
Performance Evaluation Phase II	January 9-10, 2019	RD, ARD, RO Division Chiefs, SDSs, Secretariat	21
Planning Conference	January 17-18, 2019	RD, ARD, RO Division Chiefs, SDSs, Secretariat	21

4. Participants are advised to bring copy of their 2018 OPCR and MOVs.

5. Enclosure I is the order of Performance Evaluation  
 Enclosure II is the topics for discussion for Planning Conference

6. Board and lodging of participants shall be charged against Regional MOOE while travelling expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

7. Immediate dissemination of this memorandum to concerned personnel is desired.

**MAY B. ECLAR, Ph.D., CESO V**  
 Regional Director

**Contact Numbers (Area Code: 074):**

Office of the Regional Director	422-1318	Administrative Division	422-1804	CLMD	422-7096	HRDD	422-9590
Fax	422-4074	Cash Section	423-2215	LRMDS	422-0815	NEAP-R	422-5500
Office of the ARD	422-9590	Payroll Section	424-3993	ESSD	423-2218	PPRD	422-9590
ICT Unit	422-1318	Records Section	423-2213	Finance Division	422-5155	QuAD	422-5187
Public Affairs Unit	422-1318	Supply Section	422-2198	FTAD	424-5187	COA	422-7434
Legal Unit	423-2214	General Services Unit	422-1804				

## Enclosure 1: Order of Performance Evaluation

<b>PHASE 1 (RO Functional Divisions Chiefs) January 3, 2019</b>	<b>DIVISION</b>	<b>NAME OF PARTICIPANT/S</b>	<b>SCHEDULE</b>
	ADMINISTRATIVE DIVISION	Mr. Edgardo T. Alos	9:00-10:30 AM
	CURRICULUM AND LEARNING MANAGEMENT DIVISION (CLMD)	Ms. Emilia M. Faustino	10:30-12:00 NN
	EDUCATION SUPPORT SERVICES DIVISION (ESSD)	Mr. Agustin B. Gumuwang	1:30-3:00 PM
	FINANCE DIVISION	Atty. Sebastian G. Tayaban	3:00-4:00 PM
<b>January 4, 2019</b>	HUMAN RESOURCE DEVELOPMENT DIVISION	Ms. Jennifer P. Ande	8:00-9:30 AM
	FIELD TECHNICAL ASSISTANCE DIVISION (FTAD)	Ms. Carmel F. Meris	9:30-11:00 AM
	QUALITY ASSURANCE DIVISION (QAD)	Ms. Aida L. Payang	11:00-12:00NN
	POLICY PLANNING RESEARCH DIVISION (PPRD)	Mr. Pio D. Ecuán	1:30-3:00 PM
<b>PHASE II (All Schools Divisions Superintendents) January 9, 2019</b>	SDO Abra	OIC-SDS Amador D. Garcia	9:00-10:30 AM
	SDO Apayao	SDS Ronald B. Castillo, CESO V	10:30-12:00 NN
	SDO Baguio City	SDS Federico P. Martin, Ed.D. CESO V	1:30-3:00 PM
	SDO Benguet	SDS Marie Carolyn B. Verano, CESO VI	3:00-4:00 PM
<b>January 10, 2018</b>	SDO Ifugao	OIC-SDS Gloria B. Buya-ao	8:00-9:30 AM
	SDO Kalinga	OIC-SDS Benilda M. Daytaca	9:30-11:00 AM
	SDO Mt. Province	SDS Sally B. Ulalim	11:00-12:00NN
	SDO Tabuk City	OIC-SDS	1:30-3:00 PM

		Benedicta B. Gamatero	
	<b>Secretariat</b>	Ms. Daisy P. Eswat	
		Ms. Manilyn D. Botilas	
		Ms. Evelyn A. Pasul	