Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUANES
Virac, Catanduanes

RELEASED
DepEd, Division of Catanduanes
RECORDS SECTION
Date AUG 0 1 2018
Time: 1:52 P.M.
Initial/Signature

DIVISION MEMORANDUM
No. 198 s, 2018

TO: Asst. Schools Division Superintendent
CID & SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads

FROM: **SOCORRO V. DELA ROSA, CESO VI**
Schools Division Superintendent

SUBJECT: **Seminar Workshop on Performance Review for S.Y. 2017 - 2018 and Performance Planning and Commitment for S.Y. 2018 - 2019**

DATE: August 1, 2018

1. Cognizant to DepEd Order No. 2 s, of 2015, this office will conduct a *Seminar Workshop on Performance Review for S.Y. 2017 – 2018, and Performance Planning and Commitment for S.Y. 2018 - 2019* on **August 7 – 9, 2018** for **Batch 1** and **August 10 – 12, 2018** for **Batch 2** at **Rakdell Inn, Virac Catanduanes.** This activity intends to:
    a. Provide feedback on the Schools Performance relative to the Division targets for S.Y. 2017 - 2018.
    b. Align the targets of the schools to the Division Education Development Plan 2017 - 2022.
    c. Revisit the KRA of the School Heads and craft the individual OPCRF of each school in the Division.
2. Participants to this activity are *219 School Heads, 11 Public Schools District Supervisors, and 11 Education Program Supervisors, 5 Facilitators and 10 Training Staff*. The training Matrix and Participants is found on enclosure no. 1 and 2 respectively.
3. Participants should be at the venue at 7:30 for the registration. The opening program will start at 8:00 AM. Likewise, participants are requested to ***bring laptop*** for the workshop.
4. A registration fee of ***One Thousand, One Hundred Pesos*** **(₱1,100.00)** shall be collected from the participants to cover the expenses for meals and training materials. The registration fee and travel expenses related to this activity shall be charged to school MOOE/Local Funds.
5. For information and compliance.

Enclosure No. 1: Training Matrix

Seminar Workshop on Performance Review for S.Y. 2017-2018 and Performance Planning and Commitment for S.Y. 2018-2019

TRAINING MATRIX

Time	Day 1	Day 2	Day 3
07:30-08:00 AM	Registration	Preliminaries/MOL	Preliminaries/MOL
08:00-9:00 AM	Opening Program	**Disseminating the Division Targets, Gap identification and Possible Intervention along Quality** *CID Chief Josefa Zape*	**Preparation of OPCRF**
09:00-10:30 AM	**Program Orientation & Focused Group Discussion** *ASDS Maria Luisa Dela Rosa*		
10:30-12:00 NN	**Performance Review based on Performance Indicator** *PO III Rey Bonayon*	**Disseminating the Division Targets, Gap identification and Possible Intervention along Access** *SGOD Chief Miguel C. Ogalinola*	
12:00-01:00 PM	Lunch Break		
01:00-02:30 PM	**Performance Review based on Program Implementation and Fiscal Management** *Liquidation of MOOE & Other Funds: AJ. Aguinalde* *Program Coordinators:* *LIS/EBEIS: R. Pahuyo* *SRC: S. Chiong* *SBM: S. Chiong* *Adopt-a-School: I. Abejo* *Educ. Facilities: R. Matienzo* *School Titling: R. Matienzo* *DRRM: M. Vivo* *NAT/NCAE: S. Chiong* *GPP: T. Abundo* *SBFP: M. Samonte*	**Revisiting the School Heads' KRAs, Objectives and Performance Indicators** *ASDS Maria Luisa Dela Rosa/Mary Jean S. Romero*	Submission of OPCRF
02:30-04:00 PM	**Presentation of DEDP & Identifying GAP between accomplishment and target of Division based on DEDP** *EPS Mary Jean Romero*	**RPMS for School Heads & Teachers/ Preparation of OPCRF**	Clearing House
04:00-05:00 PM	**Presentation of SBM Practice** *SP-II R. Sorrera (Elem.)* *SP-I MR. Sta. Rosa (Sec.)*	*EPS Mary Jean Romero*	Closing Program

Enclosure No. 2: Participants

Seminar Workshop on Performance Review for S.Y. 2017-2018 and Performance Planning and Commitment for S.Y. 2018-2019

PARTICIPANTS

Batch 1 (August 7-9, 2018)

Zone 1 (Elementary School Heads of San Andres, Virac)
Zone 2 (Elementary School Heads of Bato, Baras, Gigmoto, San Miguel)
Public Schools District Supervisors of San Andres, Virac
Public Schools District Supervisors of Bato, Baras, Gigmoto, San Miguel
Education Program Supervisors in Kindergarten, EsP, LRMDS, AP, Math

Batch 2 (August 10-12, 2018)

Zone 3 (Elementary SHs of Viga, Panganiban, Bagamanoc)
Zone 4 (Elementary SHs of Caramoran, Pandan)
All Secondary School Heads
Public Schools District Supervisors of Viga, Panganiban, Bagamanoc
Public Schools District Supervisors of Caramoran, Pandan
Education Program Supervisors in English, Filipino, EPP/TLE/TVL, MAPEH, Science