



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

May 25, 2021

OFFICE MEMORANDUM

No. *OM*, s. 2021

**ADDENDUM TO OFFICE MEMORANDUM NO. 015, S. 2021
RE: PLANNING CONFERENCE CUM TARGET SETTING FOR 2021 OPCRFs AND IPCRFs**

To: Division Performance Management Team (PMT)
CID and SGOD Chiefs
All Others Concerned

1. In reference to Office Memorandum No. 015, s, 2021 re: "Planning Conference Cum Target Setting for 2021 OPCRFs and IPCRFs," which will be held on May 26, 2021, 8AM, at the Division Office's Library Hub, the following objective is added:
 - a. Revisit the Composition of the Division Performance Management Team (Division PMT) pursuant to DO 2, s. 2015.
2. Enclosed is the activity matrix for the schedule of the activities.
3. All other provisions of Office Memorandum No. 015, s, 2021 remain enforce and effect.
4. Immediate dissemination of and strict compliance with this Memorandum are desired.

G. Diaz Jr.
GORGONIO G. DIAZ JR., PhD, CESO V
Schools Division Superintendent



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PLANNING CONFERENCE CUM TARGET SETTING FOR 2021 OPCRFs and IPCRFs

May 26, 2021 / Division Office's Library Hub

Schedule of Activities

Time/Day	Activities
08:00 – 08:30 AM	Arrival/Registration of Participants
08:30 – 09:00 AM	Opening Preliminaries
09:00 – 09:30 AM	Revisiting the Composition of the Division Performance Management Team (DO2, s. 2015)
09:30 – 10:30 AM	Review and Discussion of the Organizational Goals (bases for setting performance standards)
10:30 – 12:00 AM	Alignment of Individual Goals vs. Organizational Goals based on the Compendium of Office Functions and Job Descriptions
12:00 – 01:00 PM	L U N C H B R E A K
01:00 – 03:00 PM	Setting Targets and Commitment
03:00 – 04:00 PM	Other Matters/Open Forum
04:00 – 05:00 PM	Closing

Prepared by


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Consultant/Technical Assistance Provider

Noted


CRISTA JOY A. TORBILA, PhD, CESE
OIC-Assistant Schools Division Superintendent





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May 17, 2021

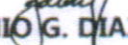

OFFICE MEMORANDUM

No. *015*, s. 2021

PLANNING CONFERENCE CUM TARGET SETTING FOR 2021 OPCRFs AND IPCRFs

To: Division Performance Management Team (PMT)
CID and SGOD Chiefs
All Others Concerned

1. This Office, through the Division Performance Management Team (Division PMT), shall conduct a Planning Conference cum Target Setting for 2021 OPCRFs and IPCRFs on May 26, 2021 at the Division Office's Library Hub.
2. The objectives of the activity are as follows:
 - a. Review and discuss organizational goals as bases for setting performance standards;
 - b. Establish the alignment of individual goals vs. organizational goals based on the Compendium of Office Functions of DepEd Division Offices and individual personnel;
 - c. Set targets and commitments to achieve the desired individual and office outputs at the end of the performance cycle; and
 - d. Other matters.
3. The participants to this activity are the Division PMT (1) Chairman, (8) Members, (1) Observer, (1) Secretariat, (2) Chiefs of CID and SGOD, (1) Resource Person/TA Provider, and (1) Program Management Staff. All participants are reminded to strictly observe social distancing and to wear face masks at all times.
4. Expenses incurred relative to the conduct of this activity such as 1 lunch and 2 snacks shall be charged against OSDS MOOE subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and strict compliance with this Memorandum are desired.


GORGONIO G. DIAZ JR., PhD, CESOM
Schools Division Superintendent 



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