



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

July 21, 2021


OFFICE MEMORANDUM

No. 035, s. 2021

**RESETTING OF SCHEDULE AND CORRIGENDUM TO OFFICE MEMORANDUM NO. 029,
S. 2021 RE: PERFORMANCE EVALUATION/ASSESSMENT OF OSDS PERSONNEL**


To: OIC-Assistant Schools Division Superintendent
Unit/Section Heads
All Others Concerned

1. This Office announces the resetting of schedule of the Performance Evaluation/Assessment of OSDS Personnel from July 9, 2021 to **July 27, 2021** at the Division Office's Library Hub.
2. Paragraph 2 of the Office Memorandum No, 029, s. 2021 is hereby corrected as follows:
"The objectives of this activity are as follows:
 - a. Review and evaluate IPCRFs of the OSDS Personnel in terms of accomplishments of targets;
 - b. Adjust IPCR Targets, if necessary;
 - c. Come up with performance rating for January to June 2021;
 - d. Clarify issues and concerns relative to the procedures on IPCR; and
 - e. Others."
3. Expenses incurred relative to the conduct of this activity such as one lunch and two snacks shall be charged against OSDS GASS Fund subject to the usual accounting and auditing rules and regulations.
4. All other provisions of the Office Memorandum No. 029, s. 2021 remain enforced.
5. Immediate dissemination of and strict compliance with this Memorandum are desired.


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



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RELEASED
JG 7-26-21 



MID-YEAR PERFORMANCE EVALUATION/ASSESSMENT OF OSDS PERSONNEL

July 26, 2021 / Division Office's Library Hub

Schedule of Activities

Time/Day	Activities
08:30 – 09:00 AM	Arrival/Registration of Participants
09:00 – 09:30 AM	<i>Opening Preliminaries</i> Prayer (AVP) Acknowledgment of Participants - Dr. Crista Joy A. Torbilla, OIC-ASDS/PMT Chair Message - Dr. Gorgonio G. Diaz Jr., SDS
09:30 – 10:00 AM	Presentation, Review, and Evaluation of IPCRFs - Atty. Risty T. Adarayan
10:00 – 10:30 AM	- ITO Rolando Lucenecio jr.
10:30 – 11:00 AM	- AdOfV Michelle Caguimbal (Administrative Services)
11:00 – 11:30 AM	- AdOfIV Josefa Diaz (Cash)
11:30 – 12:00 AM	- AdOfIV Carmencita Martires (Personnel)
12:00 – 01:00 PM	L U N C H B R E A K
01:00 – 01:30 PM	- AdOfIV Romeo Mijares (Property)
01:30 – 02:00 PM	- AdOfIV Rema Allado (Records)
02:00 – 02:30 PM	- Accountant III Deah Gamao (Accounting)
02:30 – 03:00 PM	- AdOfV Ma. Joy Gepollo (Budget)



Time/Day	Activities
03:00 – 04:00 PM	Discussion of Results for TNA and Feedback Giving Crista Joy A. Torbilla, OIC-ASDS/PMT Chair
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