



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Bohol

**Office of the Schools
Division Superintendent**

April 22, 2024

DIVISION MEMORANDUM
No. **204**, s. 2024

**VIRTUAL ORIENTATION ON THE INTERIM GUIDELINES FOR THE OFFICE
PERFORMANCE PLANNING AND ASSESSMENT FOR FY 2024**

To: Assistant Schools Division Superintendent
Chief, CID & SGOD
Public Schools District Supervisors/APSDs
Elementary & Secondary School Heads
All Others Concerned

1. Attached is Regional Memorandum No. 341, s. 2024 titled **VIRTUAL ORIENTATION ON THE INTERIM GUIDELINES FOR THE OFFICE PERFORMANCE PLANNING AND ASSESSMENT FOR FY 2024**, contents of which is self-explanatory, for the information and guidance of all concerned.
2. For more details, refer to the enclosed communication .
3. For immediate dissemination and compliance of all concerned.

CASIANA P. CABERTE Ph.D. CESO VI
Schools Division Superintendent



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

REGIONAL MEMORANDUM

No. **341**, s. 2024

17 APR 2024

**VIRTUAL ORIENTATION ON THE INTERIM GUIDELINES FOR THE OFFICE
PERFORMANCE PLANNING AND ASSESSMENT FOR FY 2024**

To: Schools Division Superintendents
Assistant Schools Division Superintendents
All Others Concerned

1. Attached is Memorandum DM -OUHROD-2024-0660 titled **Virtual Orientation on the Interim Guidelines for the Office Performance Planning and Assessment for FY 2024**, which is self-explanatory.
2. For more details, refer to the enclosed communication.
3. For immediate dissemination and compliance of all concerned

SALUSTIANO T. JIMENEZ JD, EdD, CESO V
Director IV
Regional Director

SET/CAE/HRDD/MGB/ds



Address: Doña M. Gaisano St., Sudlon, Lahug, Cebu City
Telephone Nos.: (032) 231-1433; (032) 414-7399
Email Address: region7@deped.gov.ph



Republika ng Pilipinas

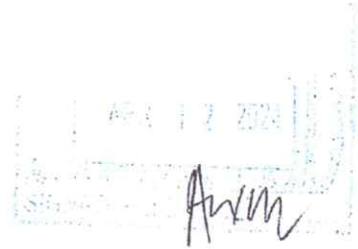
Department of Education

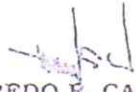
OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2024-0586

TO : Undersecretaries
 Assistant Secretaries
 Bureau and Service Directors
 Regional Directors
 Assistant Regional Directors
 Schools Division Superintendents
 Assistant Schools Division Superintendents
 Chiefs of Functional Divisions
 Public Elementary and Secondary School Heads
 All Others Concerned



FROM : 
 WILFREDO E. CABRAL
Officer-in-Charge, Office of the Undersecretary for Human Resource and Organizational Development

SUBJECT : VIRTUAL ORIENTATION ON THE INTERIM GUIDELINES FOR THE OFFICE PERFORMANCE PLANNING AND ASSESSMENT FOR FY 2024 ONWARDS (DM-OUHROD-2024-0586)

DATE : 08 April 2024

Pursuant to the **Interim Guidelines for the Office Performance Planning and Assessment for FY 2024 Onwards (DM-OUHROD-2024-0586)** which was released by this Office last **March 27, 2024 (Wednesday)**, all concerned Officials and Heads of Offices/Functional Offices/Schools in the Central Office (CO), Regional Offices (ROs), Schools Division Offices (SDOs), and Schools are invited to attend the **Virtual Orientation** on **April 19, May 2 and 3, 2024** with three (3) batches, respectively, to wit:

Participants Per Batch	Schedule	Time
Batch 1: Central Office	April 19, 2024 (Friday)	8:00 AM to 12:00 NN
Batch 2: Regional Offices and School Division Offices	May 2, 2024 (Thursday)	
Batch 3: Schools	May 3, 2024 (Friday)	

24040586



Address: Room 102 Rizal Bldg., DepEd Complex, Meralco Ave., Pasig City, Metro Manila
 Telephone Nos.: 8637-7206
 Email Address: usec.hrod@deped.gov.ph
 Website: <https://www.deped.gov.ph>

Doc. Ref. Code	PAWIM-F-018	Rev	00
Effectivity	09.20.21	Page	1 of 3



Annex A

TIME	ACTIVITY	RESPONSIBLE PERSON
8:00 AM to 8:30 AM	<p><i>Opening Program</i></p> <ul style="list-style-type: none"> • Opening Prayer • Welcome Remarks • Acknowledgement of the Participants • Context Setting and Objectives • Expectation Setting 	HRDD Facilitator
8:31 AM to 9:30 AM	<p>Session I: Presentation of the Interim Guidelines on the Office Performance Planning and Assessment for FY 2024 Onwards and Revised OPCR Form</p> <ul style="list-style-type: none"> • Rationale • DepEd Organizational Goals and Outcomes • Legal Bases • Salient Features and Parts of the OPCR 	Undersecretary Willfredo E. Cabral <i>(Resource Person)</i>
9:31 AM to 9:40 AM	<i>Health Break</i>	
9:41 AM to 11:00 AM	<p>Continuation of the presentation on the newly prescribed OPCR Template</p> <ul style="list-style-type: none"> • Office Performance Management Flowchart • Step-by-step guide in Accomplishing the OPCR following the RPMS Cycle • Ratee-Rater Approving Matrix 	
11:01 AM to 11:11 AM	<i>Health Break</i>	
11:12 AM to 11:45 AM	Open Forum	
11:46 AM to 12:00 NN	<p><i>Closing Program</i></p> <ul style="list-style-type: none"> • Activity Evaluation • Closing Remarks • Photo Opportunity 	HRDD Facilitator

24040585

