



OFFICE MEMORANDUM

To : Performance Management (PMT) Members
Chief Education Supervisor of SGOD and CID
All Division Office Employees

PERFORMANCE REVIEW AND TARGET SETTING OF OPCRF 2019

1. In connection with RPMS Cycle Phase I, the Performance Management Team will conduct the Performance Planning and Review of the 2018 OPCRF and 2019 Target Setting on June 11, 2019, 9:00am at the Division Office Conference Hall.
2. Participants are:
 - PMT Members and secretariat –
3. The presentation of OPCRF are as follows:

Time	Functional Division	Presented by:
9:00 – 9:15 am	SGOD	SGOD Chief Education Supervisor
9:16 – 9:30 am	CID	CID Chief Education Supervisor
9:31 – 9:45 am	OSDS	Administrative Officer V
9:46 – 10:00 am	Budget	Budget Officer
10:01 – 10:15 am	Accounting	Accountant
10:16 – 10:30 am	Legal Unit	Legal Officer
10:31 – 10:45 pm	ICT Unit	IT Officer I

2019 Target Setting

Time	Functional Division	Presented by:
10:46 – 10:55 pm	SGOD	SGOD Chief Education Supervisor
10:56 – 11:05 am	CID	CID Chief Education Supervisor
11:06 – 11:16 am	OSDS	Administrative Officer V
11:16– 11:26am	Budget	Budget Officer
11:30 – 11:40 am	Accounting	Accountant
11:41 - 11:50 am	Legal Unit	Legal Officer
11:50 – 12:00 nn	ICT Unit	IT Officer I

4. Immediate and wide dissemination of this memorandum is desired.

FEDERICO P. MARTIN, EdD, CEEd, CESO V
Schools Division Superintendent