




Republic of the Philippines  
Department of Education  
Region IV-A, CALABARZON  
**CITY SCHOOLS DIVISION OF CABUYAO**  
City of Cabuyao



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**MEMORANDUM**

**TO :** OIC – Asst. Schools Division Superintendent  
OIC - Chief Curriculum Implementation Division  
OIC – Chief School Governance and Operation Division  
Education Program Supervisors (EPS)  
Public School District Supervisors (PSDS)  
All Elementary and Secondary School Heads  
Unit Heads  
All Others Concerned

**FROM :**   
**DORIS D.J. ESTALILLA**  
OIC – Office of the Schools Division Superintendent

**SUBJECT:** **PERFORMANCE PLANNING AND COMMITMENT AND SETTING  
THE TIMELINE OF RPMS RELATED ACTIVITIES**

**DATE:** January 8, 2018

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1. In preparation for the implementation of Results-Based Performance Management System (RPMS) as per DepEd Order No. 2, s. 2015, the Schools Division Office through the Human Resource Development Section (HRDS) of the Schools Governance and Operations Division (SGOD) shall conduct the Phase 1 : Performance Planning and Commitment Workshop on January ~~18~~<sup>19</sup>, 2018 from 8:00-4:00 at Gabaldon Hall, Cabuyao Central School, Cabuyao, Laguna
2. The said activity aims to:
  - a. set Office KRAs, Objectives and Performance Indicators as anchored to the overall SDO outcomes;
  - b. align Individual Performance Commitment and Review Form (IPCRF) to OPCRf of the head of office.
  - c. discuss and agree on set objectives, KRA weights and identify performance indicators for each objective.
3. Participants are the Division Chiefs, Education Program Supervisors, Public School District Supervisors, Unit Heads and School Principals
4. SGOD and CID chiefs are advised to accomplish ahead of time the Office KRAs, Objectives and Performance Indicators/OPCRF.



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5. Expenses relative to the conduct of this activity shall be charged to Division MOOE and or other local funds as appropriate and as authorized subject to existing accounting and auditing rules and regulations.
  6. Immediate and wide dissemination of this memorandum is desired.

DM 003 s. 2018

Asds/ebc/1/