



Republic of the Philippines
Department of Education
Region X
DIVISION OF EL SALVADOR CITY
Zone 3, Poblacion, El Salvador City



Telefax No: (088) 555-0475 | Email Address: elsalvador.city@deped.gov.ph | Website: depedelsalvadorcity.net

DIVISION MEMORANDUM

No. 339, s. 2018

To: Chiefs of CID and SGOD
All Education Program Supervisors
All Public Elementary and Secondary School Heads
Administrative Officer V
Planning Officer III
Accountant III
Medical Officer III
EPS II, HRD
EPS II, Soc. Mob.
This Division

From: **JESNAR DEMS S. TORRES, Ph.D., CESE**
OIC, Schools Division Superintendent

Subject: Midyear Performance Review and Evaluation for School Heads

Date: October 25, 2018

1. Pursuant to DepEd Order No. 2, s. 2015 re: Guidelines on the Establishment and Implementation of the Results-based Performance Management System, you are enjoined to the **Midyear Performance Review and Evaluation for School Heads** on October 30, 2018, 8:00A.M. to 5:00P.M. at the Learning Resource Center, El Salvador City Central School, El Salvador City.
2. The activity aims to:
 - a. track the accomplishments made within the period covered for this review;
 - b. provide feedback to align programs, activities and projects to the Key Result Areas (KRAs);
 - c. check for the available Means of Verifications (MOVs) for each KRA for updating in the second semester; and
 - d. other matters.
3. Moreover, School Heads are directed to bring the following:
 - a. Office Performance Review and Commitment Form (Filled out with rating); and
 - b. Documents serving as MOVs for the different KRAs.
4. Immediate dissemination of this memorandum is desired.