



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools
Division Superintendent

11 November 2020

DIVISION MEMORANDUM
No. 285, s. 2020

OFFICE PERFORMANCE COMMITMENT REVIEW (OPCR)
TARGETING WORKSHOP IN THE NEW NORMAL

To: **Assistant Schools Division Superintendent**
Chief, SGOD/ CID
Division Section Heads
PSDS, Education Program Supervisors
Senior Education Program Specialist
Education Program Specialist II
Public and Private Elementary and Secondary School Heads
All Others Concerned
This Division

1. The DepEd recognizes the importance of professional standards in the continuing professional development and advancement of school heads based on the principles of career-long learning. The DepEd upholds that quality student learning is contingent upon quality teachers, who are supported by quality school leaders.
2. Pursuant to DepEd Order No. 002, s. 2015 on the Implementation of the Results-based Performance System (RPMS) which aims to provide comprehensive guidelines for the adoption of the Civil Service Commission's (CSC) Strategic Performance Management System (SPMS), this Office will spearhead the crafting and alignment of the Office Performance Commitment Review (OPCR) targeting Workshop in the New Normal for SY 2020-2021.
3. The workshop aims to:
 - a. make adjustments with target deliverables to align with the new norms particularly in the learning delivery and school governance;
 - b. engage school heads to actively embrace a continuing effort to attain high levels of proficiency; and





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- c. provide support for professional learning and development, and facilitate uniform assessment of performance.
4. In this regard, a two (2) day workshop will be conducted among the Elementary and Secondary School Heads/Principals on **November 16-17, 2020 at McDonald El Salvador City** with **strictly implementing the health standard protocol**. Participants are expected to bring their printed OPCR and electronic OPCR copy, laptops, pens, notebook, USBs, and extension wires. Kindly find the attached enclosure for the training matrix and workshop grouping.
5. Further, this memorandum shall serve as the Authority to Travel of the participants
6. Immediate dissemination with this Memorandum is desired.

OLGA C. ALONSABE, PhD, CESE
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subjects:

BASIC EDUCATION OFFICIALS PERFORMANCE PROGRAMS SCHOOLS

SGOD/HRD/MPM





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Enclosure 1: TRAINING MATRIX

OFFICE PERFORMANCE COMMITMENT REVIEW (OPCR)
 TARGETING WORKSHOP IN THE NEW NORMAL

TIME	DAY 1	DAY 2
8:00-8:20 am	Preliminaries SHERRIE R. DUNOG Information Technology I	Preliminaries SHERRIE R. DUNOG Information Technology I
8:20-9:00 am	Message DR. OLGA C. ALONSABE OIC-Schools Division Superintendent	Presentation of Outputs Facilitator: KAREN ROSE A. SERRANIA Senior Education Program Specialist Group 1 School Heads – Elementary Group 2 School Heads – Elementary Group 3 School Heads – Secondary
9:00-10:00 am	Statement of Purpose & Expectation Setting MEROGIM P. MUGOT Education Program Specialist Focal Person, RPMS	
10:00-11:00 am 11:00-12:00 nn	Guides on the Setting of Objectives and Key Performance Indicators (KPI) DR. NINIAN A. ALCASID Chief, Curriculum Instruction Division	
12:00- 1:00 pm	Lunch Break	Lunch Break
1:00-2:00 pm 2:00-3:00 pm	Workshop on the Setting of Objectives, Key Performance Indicators (KPI) & MOV's in the New Normal Facilitators: DR. NINIAN A. ALCASID Chief, Curriculum Instruction Division DR. ALICIA E. ANGHAY Chair, Performance Management	Weekly Deliverable targets in the New Normal ANNA MAE M. ATILLO Human Resource Management Officer II
3:00-4:00 pm		Electronic Submission of MOV's in the Results Based Performance and School-Based Management System MARICRIS P. QUISMUNDO Senior Education Program Specialist





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Enclosure 2: WORKSHOP GROUPINGS & LIST OF PARTICIPANTS

WORKSHOP GROUPING

MFOs	Key Result Areas (KRAs)	Group	In-Charge Division Personnel
Basic Education Services	1. Instructional Leadership	Group 1 School Heads – Elementary	CID, Education Program Supervisors, ITO, Engineer, EPS II (Facilities), Medical, M&E
	2. Learning Environment		
Education Governance	3. Human Resource and Development	Group 2 School Heads – Elementary	HRMO, HRD, M&E
	4. Parents' Involvement and Community Partnership		SGOD, Partnership, Accounting Section, Budget, Section, Planning, M&E
	5. School Leadership, Management and Operations	Group 3 School Heads – Secondary	SGOD, Accounting Section, Budget, Section, Planning, M&E
Others	Plus Factors		

LIST OF PARTICIPANTS

PARTICIPANTS	QUANTITY
School Heads	27
Supervisor (MO III, SEPS, EPS II, PE, CES, PDO I)	7
Teacher (10 EPS, CES)	11
Staff (SDS, ASDS, AO V, Accountant, BO, Cashier, ITO, HRMO II, SO)	9
Administrative Officer (Jenice Mae N. Lolo, Eulita M. Castillo, Gerlissa Kristi R. Amoguis)	3
Medical Responder	2
Total	59

