




Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

Office of the Schools Division Superintendent

MEMORANDUM

TO: OIC-ASDS
Chiefs, CID & SGOD
Administrative Officer V
All Others Concerned

FROM: MICHELL L. ACOYONG, CESO VI 
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Re: Change In and Additional Information to Memorandum dated July 7, 2023
Re: Mid-Year Performance Review Of Three (3) Functional Divisions In SDO
Kabankalan City

Date: 10 July 2023

1. This Office, through the Program Management Team for the Results-Based Performance Management System (RPMS), informs participants that the conduct of the Mid-Year Performance Review of Three (3) Functional Divisions in SDO Kabankalan City is moved from July 20-21, 2023 to July 17-18, 2023 at the Zaycoland Resort and Hotel.
2. The participants are expected to adhere to the Adjusted Activities and Schedule attached as Enclosure No. 1.
3. Guided by the suggested presentation format found in Enclosure No. 2, Unit/Section Heads assigned as presenters shall be granted a maximum of 15 minutes to showcase major accomplishments.
4. The participants are likewise encouraged to bring a laptop and an extension cord.
5. All other provisions in the previous Memorandum shall remain in effect.
6. Immediate dissemination of and compliance with this Memorandum are desired.



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Enclosure No. 1

ADJUSTED ACTIVITIES AND SCHEDULE

DATE	TIME	ACTIVITY	IN-CHARGE
July 17, 2023	7:30 – 8:00	Registration	HRDS
	8:01 – 8:30	Opening Program	HRDS
	8:31 – 12:00	Review Of DepEd Order No. 2, S. 2015 or the Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education	Michell L. Acoyong, CESO VI
	12:01 – 1:00	Lunch Break	
	1:01 – 3:00	Presentation of Major Accomplishments Based on Office Commitments	ASDS SGOD Chief CID Chief Accountant III Budget Officer AO - V
	3:01 – 5:00	Breakaway Session Review of Accomplishments based on KRAs	Ratee & Rater
July 18, 2023	7:30 – 8:00	MOL	YFD Section
	8:01 – 12:00	Breakaway Session (Adjustments of Commitments & Targets based on Rater/Ratee Agreement)	
	12:01 – 1:00	Lunch Break	
	1:01 – 4:00	Presentation of Adjusted Individual Commitments	1 representative from the: Accounting Unit Admin Unit CID SGOD
	4:01 – 5:00	Closing Program	SMM&E Section



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Enclosure No. 2

SUGGESTED FORMAT OF THE PRESENTATION

KRA	Performance Target & Indicators	Actual Accomplishments with MOVs	Self-Rating	Actions to be Taken
KRA 1 <ul style="list-style-type: none">• Output 1• Output 2				
KRA 2 <ul style="list-style-type: none">• Output 1• Output 2				



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