



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



16 April 2024

REGIONAL MEMORANDUM

No. 394 s. 2024

To: Assistant Regional Director
Schools Division Superintendents
Assistant Schools Division Superintendents
Chiefs of the Functional Divisions
Public Elementary and Secondary School Heads
All Others Concerned

**SCHEDULE OF VIRTUAL ORIENTATION ON THE INTERIM GUIDELINES
FOR THE OFFICE PERFORMANCE PLANNING AND ASSESSMENT
FOR FY 2024 ONWARDS**

1. In reference to Memorandum DM-OUHROD-2024-0660, titled "Virtual Orientation on the Interim Guidelines for the Office Performance Planning and Assessment for FY 2024 Onwards (DM-OUHROD-2024-0586), the field is hereby informed of the above-captioned subject.
2. All concerned are invited to attend the said virtual orientation on the following schedules:

Participants	Schedule	Time
Regional offices and School Division Offices	May 2, 2024 (Thursday)	8:00 AM – 12:00 NN
Schools	May 3, 2024 (Friday)	

3. Other information is provided in the attached Memorandum for reference.
4. Immediate dissemination of this Memorandum is desired.


JOCELYN DR ANDAYA
Director IV



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

16 April 2024

REGIONAL MEMORANDUM

No. _____ s. 2024

To: Assistant Regional Director
Schools Division Superintendents
Assistant Schools Division Superintendents
Chiefs of the Functional Divisions
Public Elementary and Secondary School Heads
All Others Concerned

**SCHEDULE OF VIRTUAL ORIENTATION ON THE INTERIM GUIDELINES
FOR THE OFFICE PERFORMANCE PLANNING AND ASSESSMENT
FOR FY 2024 ONWARDS**

1. In reference to Memorandum DM-OUHROD-2024-0660, titled "Virtual Orientation on the Interim Guidelines for the Office Performance Planning and Assessment for FY 2024 Onwards (DM-OUHROD-2024-0586), the field is hereby informed of the above-captioned subject.
2. All concerned are invited to attend the said virtual orientation on the following schedules:

Participants	Schedule	Time
Regional offices and School Division Offices	May 2, 2024 (Thursday)	8:00 AM – 12:00 NN
Schools	May 3, 2024 (Friday)	

3. Other information is provided in the attached Memorandum for reference.
4. Immediate dissemination of this Memorandum is desired.


JOCELYN DR ANDAYA
Director IV




Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2024-0586

TO Undersecretaries
 Assistant Secretaries
 Bureau and Service Directors
 Regional Directors
 Assistant Regional Directors
 Schools Division Superintendents
 Assistant Schools Division Superintendents
 Chiefs of Functional Divisions
 Public Elementary and Secondary School Heads
 All Others Concerned

FROM 
 WILFREDO B. CABRAL
Officer-in-Charge, Office of the Undersecretary for Human Resource and Organizational Development

SUBJECT VIRTUAL ORIENTATION ON THE INTERIM GUIDELINES FOR THE OFFICE PERFORMANCE PLANNING AND ASSESSMENT FOR FY 2024 ONWARDS (DM-OUHROD-2024-0586)

DATE 08 April 2024

Pursuant to the Interim Guidelines for the Office Performance Planning and Assessment for FY 2024 Onwards (DM-OUHROD-2024-0586) which was released by this Office last March 27, 2024 (Wednesday), all concerned Officials and Heads of Offices/Functional Offices/Schools in the Central Office (CO), Regional Offices (ROs), Schools Division Offices (SDOs), and Schools are invited to attend the Virtual Orientation on April 19, May 2 and 3, 2024 with three (3) batches, respectively, to wit

Participants Per Batch	Schedule	Time
Batch 1: Central Office	April 19, 2024 (Friday)	
Batch 2: Regional Offices and School Division Offices	May 2, 2024 (Thursday)	8:00 AM to 12:00 NN
Batch 3: Schools	May 3, 2024 (Friday)	






Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2024-0640

TO Undersecretaries
 Assistant Secretaries
 Bureau and Service Directors
 Regional Directors
 Assistant Regional Directors
 Schools Division Superintendents
 Assistant Schools Division Superintendents
 Chiefs of Functional Divisions
 Public Elementary and Secondary School Heads
 All Others Concerned

FROM 
 WILFREDO B. CABRAL
Officer-in-Charge, Office of the Undersecretary for Human Resource and Organizational Development

SUBJECT VIRTUAL ORIENTATION ON THE INTERIM GUIDELINES FOR THE OFFICE PERFORMANCE PLANNING AND ASSESSMENT FOR FY 2024 ONWARDS. (DM-OUHROD-2024-0586)

DATE 08 April 2024

Pursuant to the Interim Guidelines for the Office Performance Planning and Assessment for FY 2024 Onwards (DM-OUHROD-2024-0586) which was released by this Office last March 27, 2024 (Wednesday), all concerned Officials and Heads of Offices/Functional Offices/Schools in the Central Office (CO), Regional Offices (ROs), Schools Division Offices (SDOs), and Schools are invited to attend the Virtual Orientation on April 19, May 2 and 3, 2024 with three (3) batches, respectively to wit

Participants Per Batch	Schedule	Time
Batch 1: Central Office	April 19, 2024 (Friday)	
Batch 2: Regional Offices and School Division Offices	May 2, 2024 (Thursday)	8:00 AM to 12:00 NN
Batch 3: Schools	May 3, 2024 (Friday)	



This activity aims to:

- a. discuss in detail the *Interim Guidelines on Office Performance Planning and Assessment for FY 2024 Onwards* and the salient features and parts of the new OPCR Form.
- b. discuss and emphasize the importance of the integration and translation of DepEd's Organizational Outcomes and priorities into tangible office performance targets; and
- c. provide further guidance and clarifications to possible issues and concerns on the implementation of the interim guidelines and the use of the new OPCR Form for FY 2024 onwards.

The indicative program of activities is attached in Annex A.

Pre-activity registration of online participants is requested at the link, QR code below. The online meeting link shall be provided only upon pre registration.

<https://forms.office.com/r/D6Ewit4pJ0>



Reference materials shall be provided upon completion of both the pre-registration form and post-activity evaluation form.

For more information on this activity, please contact Ms. Lizette Anne L. Carpio or Ms. Ma. Mystica P. Esparas-Yu Oh, DepEd BHRDD HRDD RPMS focal through 8470-6630 or hrdd@deped.gov.ph

For dissemination and compliance

This activity aims to:

- a. discuss in detail the *Interim Guidelines on Office Performance Planning and Assessment for FY 2024 Onwards* and the salient features and parts of the new OPCR Form,
- b. discuss and emphasize the importance of the integration and translation of DepEd's Organizational Outcomes and priorities into tangible office performance targets; and
- c. provide further guidance and clarifications to possible issues and concerns on the implementation of the interim guidelines and the use of the new OPCR Form for FY 2024 onwards.

The indicative program of activities is attached in Annex A.

Pre-activity registration of online participants is requested at the link/QR code below. The online meeting link shall be provided only upon pre-registration.

<https://forms.office.com/r/D6Ewit4pJ0>



Reference materials shall be provided upon completion of both the pre-registration form and post-activity evaluation form.

For more information on this activity, please contact Ms. Lizette Anne L. Carpio or Ms. Ma. Mystica P. Esparas-Yu Oh, DepEd BHROD-HRDD RPMS focal through 8470-6630 or bhrod@deped.gov.ph

For dissemination and compliance.