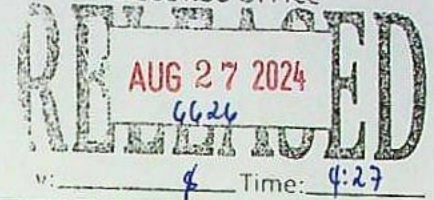




Republic of the Philippines  
**Department of Education**  
 REGION I  
 SCHOOLS DIVISION OFFICE DAGUPAN CITY

DepEd SDO Dagupan City  
 RECORDS OFFICE



Office of the Schools Division  
 Superintendent

August 27, 2024

**DIVISION MEMORANDUM**  
 No. 328, s.2024

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

- TO: Asst. Schools Division Superintendent  
 Chief, CID & SGOD  
 Education Program Supervisor  
 Public School District Supervisor  
 SGOD Unit Heads  
 OSDS Unit Heads  
 Public Elementary & Secondary School Heads  
 All others concerned

Pursuant to the **Interim Guidelines for the Office Performance Planning and Assessment for FY 2024 Onwards (DM- OUHROD-2024-0586)** which was released last March 27, 2024 (Wednesday), all concerned Officials and Unit Heads of Offices, SDOs Personnel and School Heads are invited to attend the Orientation on August 30, 2024 with (2) batches, respective, to wit:

Participants Per Batch	Time
Batch 1: Asst. School Division Superintendent CID Chief SGOD Chief Administrative Officer V Education Program Supervisor Public School District Supervisor SGOD Unit Heads OSDS Unit Heads	8:00 AM to 12:00 NN
Batch 2: Elementary School Head Secondary School Head	1:00 PM to 5:00 PM



Address: Burgos St., Poblacion Oeste, Dagupan City  
 Telephone: (075) 653-4101  
 Website: [depeddagupan.com](http://depeddagupan.com)  
 email: [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)



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Superintendent**

This activity aims to:

- a. Discuss in detail the *Interim Guidelines for the 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 DepEds 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.

For dissemination and compliance.

**ROWENA C. BANZON EdD, CESO V**  
Schools Division Superintendent