



Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION  
**Schools Division of Tabuk City**

**RELEASED**  
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Office of the Schools Division Superintendent

11 August 2023


**OFFICE MEMORANDUM**

No. 28, s.2023

**WORKSHOP ON PLAN/OPCRF ADJUSTMENT FOR THE SECOND SEMESTER**

To: Assistant Schools Division Superintendent  
Chief Education Program Supervisors  
Education Program Supervisors & Public Schools Division Supervisors  
Section/Unit Heads  
All Others Concerned

1. Anent the results of the 1<sup>st</sup> Semester Program Implementation Review (PIR) and Midyear Division Office Performance Commitment Review conducted by the regional office last August 3 and 8, 2023, respectively, all concerned are advised to attend the Workshop on Plan/OPCRF Adjustment for the 2<sup>nd</sup> Semester to be held on Tuesday, **August 15, 2023**, from 8:00 A.M. to 5:00 P.M. The venue is Las Vegas Hotel, Dagupan West, Tabuk City, Kalinga.
2. The activity aims to (a) review and adjust the Division Calendar of Activities for the 2<sup>nd</sup> semester along with the recently downloaded and potential downloading of Sub-Allotment Release Orders (SAROs); (b) review and adjust the office performance commitments of functional divisions along with agreements during the OPCRF midyear review at the regional office; (c) review of Key Performance Indicators (KPIs) for possible alignment of activities; and (d) provide Technical Assistance (TA) on Program Management Information System (PMIS) and other issues and concerns from the fields.
3. All participants must bring their respective Laptops and Extension wires; planned Programs/ Projects/ Activities (PPAs); Work and Financial Plans (WFPs) of SAROs, and physical accomplishments for the PMIS concerns.
4. For your information and compliance.

  
**BENEDICTA B. GAMATERO PhD, CESO V**  
Schools Division Superintendent

Encls.: Program Matrix

sgod/smme/aka/OM\_PlanAdjustment\_2ndSem\_2023  
August 11, 2023



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