



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF TUGUEGARAO CITY

July 28, 2020

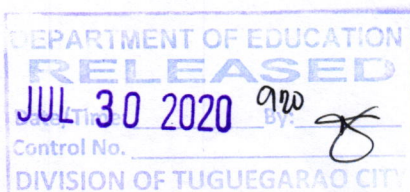
DIVISION MEMORANDUM

No. 114 s. 20 20

**PROMOTION OF CONCURRENCE IN THE CONDUCT OF PERFORMANCE
REVIEW AND EVALUATION CONFERENCE**

To: **Assistant Schools Division Superintendent**
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
Heads, Public Elementary and Secondary Schools
All Others Concerned

1. Pursuant to CSC Memorandum Circular No. 3, s. 2012 – *Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME – HRM)* and DepEd Orders No. 2, s. 2015 – “*Guidelines on the Establishment and Implementation of the Results-based Performance Management System (RPMS) in the Department of Education*,” this Division implements the Equal Employment Opportunity Principle (EOP) along Performance Management.
2. Relative to this, this Office reiterates compliance of all units and schools to the conduct of performance review and evaluation conference in the assessment of performance of all employees. In addition, all employees shall be given an equal opportunity to be informed of any changes on his/her OPCR/IPCR rating or in no case, a change in the rating of an employee can be made without his/her concurrence.
3. Individual employees who feel aggrieved or dissatisfied with their final performance rating as an offshoot of non – compliance to this policy can file an appeal with the PMT within (10) days from the date of receipt of notice of their final performance evaluation rating from the Head of Office.
4. For information, dissemination and compliance.



REYNANTE Z. CALIGUIRAN

Assistant Schools Division Superintendent
OIC. Schools Division Superintendent



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Encl: None

References: DepEd Order No. 2, s. 2015

CSC Memorandum Circular No. 3, s. 2012

To be indicated in the Perpetual Index

Under the following subjects:

POLICY, RATING, EMPLOYEES,
TEACHERS



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