



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

July 28, 2020

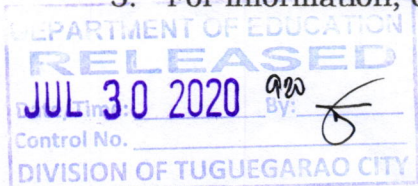
DIVISION MEMORANDUM

No. 115 s. 20 20

IMPLEMENTATION OF SUBMISSION OF MOST AUTHORITATIVE MOVs OF ACCOMPLISHMENTS VIS-À-VIS OPCR AND IPCR DURING PERFORMANCE REVIEW 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. The Department of Education Regional Office No. 02 initiated to strengthen the implementation of 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.*
2. In view of this, the Division of Tuguegarao City shall implement a customized policy on performance review and evaluation. All teaching and non – teaching personnel shall be required to submit the most authoritative Mode of Verification/s (MOV/s) for each objective per KRA.
3. For the non – teaching personnel, one (1) most authoritative MOV to support an accomplishment shall be submitted. In the case of the teaching personnel, two (2) most authoritative MOVs shall be submitted. The accomplished and signed Classroom Observation Tool (COT) shall serve as the most authoritative MOV and accompanied by another MOV from any of the valid and acceptable MOVs.
4. A complaint due to non – compliance to this policy can be lodged by any aggrieved employee to the appropriate Performance Management Team.
5. For information, dissemination and compliance.



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