



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JUL 04 2023

MEMORANDUM

**MIDYEAR PERFORMANCE ANALYSIS WORKSHOP:
ENHANCING PERFORMANCE THROUGH DATA-DRIVEN INSIGHTS**

To: OIC – Assistant Schools Division Superintendent /
Chief Education Supervisor, SGOD
Chief Education Supervisor, CID
Administrative Officer V
All Others Concerned

1. In accordance with DepEd Order No. 2, s. 2015—titled, "Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education," following Civil Service Commission Memorandum Circular No. 06, s. 2012 or the Strategic Performance Management System (SPMS), this Office initiates the conduct of the Midyear Performance Analysis Workshop: Enhancing Performance through Data-Driven Insights on July 6–7, 2023, from 8:00 a.m. onwards in Tunasan National High School.
2. This aims to develop a midyear performance data analysis per division, unit, and section using the STAR template. Likewise, this aids in conducting root cause analysis to understand the underlying factors contributing to performance gaps, and at the same time, develop interventions to address performance gaps and improve performance.
3. Attached are the list of participants and the matrix of activities for information and guidance.
4. Immediate and wide dissemination of this Memorandum are desired.


EVANGELINE P. LADINES, CESO V
Schools Division Superintendent

Encl: As stated
Reference: none
To be indicated in the Perpetual Index
Under the following subjects:

SCHOOL	PROGRAM	PERSONNEL	PERFORMANCE
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IMR/DM_ Project G.R.O.W.S.
219 / June 26, 2023

UN-2023-219

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Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City



0764006

DMC - 2212

ASDC 9333

Enclosure 1: **Matrix of Activities**

Time	Particular	Persons Involved
DAY 1		
7:45-8:00 AM	Registration	PMT
8:00-8:15 AM	Management of Learning	PMT
8:15-9:00 AM	Managing Performance: The Soft Side	Dr. John Albert B. Colle EPS in Filipino
9:00-10:00 AM	Building Trust in Relation to Performance Enhancement	Dr. Zoren Pepito L. Gubalane SEPS, M&E Section
10:00-11:00 AM	Midyear Performance Review and Analysis cum Workshop	Ms. Ivy M. Romano SEPS, HRD Section
11:00-12:00 NN		
1:00-4:00 PM	Workshop (<i>per Division, Unit / Section</i>)	Raters & Ratees
Day 2		
8:00-9:00 AM	Midyear Performance Analysis Presentation (<i>CID-EPSs & PSDSs</i>)	Raters, Ratees, & Approving Authority
9:00-10:00 AM	Midyear Performance Analysis Presentation (<i>SGOD</i>)	Raters, Ratees, & Approving Authority
10:00-11:00 AM	Midyear Performance Analysis Presentation (<i>Administrative, Accounting & Budget Units</i>)	Raters, Ratees, & Approving Authority
11:00-12:00 NN	Midyear Performance Analysis Presentation (<i>Record & Cash Units</i>)	Raters, Ratees, & Approving Authority



1:00-2:00 PM	Midyear Performance Analysis Presentation (<i>Personnel Unit</i>)	Raters, Ratees, & Approving Authority
2:00-3:00 PM	Midyear Performance Analysis Presentation (<i>ICT and Legal Units</i>)	Raters, Ratees, & Approving Authority
3:00-4:00 PM	Midyear Performance Analysis Presentation (<i>Utilities and Drivers</i>)	Raters, Ratees, & Approving Authority



Enclosure 2: **List of Official Participants**

	Name	Office
1	LOMEDA, NERISSA R.	OIC-ASDS
2	ABADIANO, WARREN L.	ADA IV
3	AGUELO, MICHAEL EVAN	ADAS III
4	AMAN, EVANGELINE M.	PSDS
5	AMISTOSO, VIRMA U.	AOV
6	ANDANZA, MARISSA M.	EPS
7	ANDOR, MARK ANTHONY E.	ADAS III
8	ARROYO, PHOEBE R.	SEPS
9	AVENTURADO, ALYSSA V.	PSDS
10	AVILA, CLARISA C.	PSDS
11	AYUDTUD, MAY ANNE L.	DENTIST II
12	BACHOCO, SHIELA ROSE H.	AO II
13	BENITO, REYNANTE LATUMBO	PDO II
14	BORJAL, MAY L.	ITO I
15	CLAUDEL, CECILIA TERESA C.	EPS II
16	COLLE, JOHN ALBERT B.	EPS
17	DELA ROSA, MA THERESA C.	PSDS
18	DIAZ, MADELINE ANN L.	CID CHIEF
19	DOMINGO, MICHAEL F.	ADA VI
20	ENERLAS, EDISON C.	EPS
21	EVANO, JAY BOY E.	PSDS
22	FABONAN, MA. KATLEEN F.	ADAS I
23	FERNANDEZ, MARK JOSEPH C.	PSDS
24	FRANCISCO, ANGELA M.	AO IV
25	GALANG, LERMA L.	EPS II
26	GUBALANE, ZOREN PEPITO L.	SEPS
27	IBAÑEZ, MYRNA D.	ADAS III
28	ILARDE, CECILIA A.	LIBRARIAN
29	INDAP, MARIA TERESA S.	NURSE II
30	JIMENEZ, ROCHELLE A.	SEPS
31	KONDO, EDUARDO L.	PDO II
32	LABUNTOG, SUSAN M.	ACCT. III
33	LAVIN, MARIPAZ M.	NURSE II
34	LICERIO, MA ANA L.	ADAS III
35	LORENZO, NERY ANN E.	EPS II
36	LUMAAD, LOURDES NORALLY D.	ADAS III
37	LUNA, JOICHE I.	AO IV
38	LUNA, MARIEL EUGENE L.	EPS
39	MALIGAYA, YALEDEGLER DC.	PSDS
40	MARQUEZ, MARIA VILMA A.	ADAS III
41	NAMIT, MA. MYRA E.	PSDS
42	NAVIA, MARIDETH M.	ADAS III
43	NILO, JOSEPH D.	PLO III
44	OBLINADA, ARMIDA S.	EPS

45	OLARTE, MA. REGAELE A.	EPS
46	PAGADOR, MA. ROMMA S.	ADAS III
47	PALCE, LILIOSA BORAC.	EPS
48	PEÑAFLO, MAILEEN M.	ADAS III
49	REGACHO, ERNESS FAITH J.	ATTY. III
50	RODILLA, LOURDES V.	AOIV
51	ROMANO, IVY M.	SEPS
52	RONGAVILLA, CHELO D.	EPS II
53	SAN JOSE, MELANIO JR. R.	ADAS III
54	SICAM, ANDRES F.	EPS II
55	SIOAO, EILEEN E.	ADAS III
56	SOLAYAO, MA. CARMEN D.	EPS
57	SUBIDA, MARICEL R.	DENTIST II
58	TAGLE, ADA TRINIDAD A.	PSDS
59	TEJADA, RENANTE L.	ENGR. III
60	TORRES, KING SOLIDINI J.	PDO I
61	URQUIA, GINA U.	EPS
62	VALDEZ, NOEMI A.	AOV
63	VIVO, JOHN LORD G.	ADAS III
64	YAGO, SUE-ANN	PDO I
65	YLEN, JERICHO B.	ADAS III
66	ABUEL, MAHALIKAH AYAH Q.	ADAS III
67	RAMIREZ, ARIANNE MAE B.	ADAS II
68	ADRIANO GIZELLE	PLANNING UNIT
69	AMAN ARIEL	DRIVER
70	AMAN WILFRED	ICT
71	ARCIAGA ARIEL	DRIVER
72	AREVALO ROSALIE	ASDS OFFICE
73	ARGANA JOCELYN	UTILITY
74	AXALAN, JR EFREN	SGOD – EPS OFFICE
75	BACUÑO IRVIN EZEKIEL	RECORDS
76	BILOLO ARIEL	DRIVER/ADMIN
77	BOMBASE IVAN	DRIVER
78	BORAL ZARA JANE	LEGAL UNIT
79	CACHUELA ANGELICA	HR UNIT
80	CALICA DIANA	CASH UNIT
81	DEL ROSARIO, JR SELVINO	MAINTENANCE
82	DELOS REYES SHEILA	UTILITY/ADMIN UNIT
83	DINGAL EVELYN	RECORDS/RECEPTION
84	DULLAVIN OLIVER	SUPPLY UNIT
85	GARCIA RHEA	CID
86	ESCARPE JONATHAN	UTILITY
87	ESPIRAS MADELYN	ACCOUNTING UNIT
88	GABRINO LUZVIMINDA	UTILITY
89	MALAHITO JOHN REY NIÑO	SDS OFFICE
90	PADLAN VINA ANGELA	CID OFFICE
91	RALLOS MARK ANTHONY	UTILITY
92	RAPOSA VIVIAN	UTILITY

93	REDRICO, JR JOSE	UTILITY
94	SAN JUAN ELOISA	HR UNIT
95	SALONGA MARLON	RECORDS UNIT
96	SOLANO JOAN	UTILITY
97	VARGAS DIOSCORRO	ICT UNIT