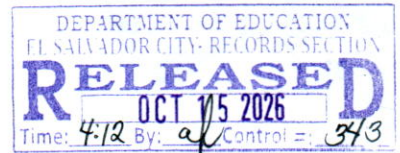




Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



October 14, 2026

DIVISION MEMORANDUM
NO. 343, s. 2026

MID-YEAR PERFORMANCE REVIEW ON INDIVIDUAL PERFORMANCE
COMMITMENT AND REVIEW FORM FOR RESULT-BASED PERFORMANCE
MANAGEMENT SYSTEM (RPMS) IMPLEMENTATION FOR DIVISION-BASED
PERSONNEL CY 2026

To: Assistant Schools Division Superintendent
Chief Education Supervisor, SGOD/CID
Division Performance Management Team (PMT)
All Others Concerned
This Division

1. Pursuant to the Department Order No. 2, s. 2015 on **Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education**, the office will have a Performance Mid-year Review through the **Office of the Assistant Schools Division Superintendent** with the Performance Management Team on October 26 at Diamond Building Conference Room, Division Office, El Salvador City.
2. Prior to the scheduled Division Review, each section is directed to conduct its respective advance Section Mid-Year Performance Review to assess accomplishments, review performance targets, identify gaps and challenges, and determine appropriate actions to improve performance for the remaining half of the year. The consolidated results of the respective section reviews shall be presented during the Division Mid-Year Performance Review on the aforementioned date.
3. Furthermore, all sections are directed to submit scanned Means of Verification (MOVs) and other relevant supporting documents on or before October 23, 2026, through the designated Google Drive folder to be provided by the Office. All submitted documents must be properly organized, clearly labeled, and readily accessible to facilitate the review and validation of reported accomplishments and performance results.
4. The submission of hard copies of the Individual Performance Commitment and Review Form (IPCRF) and Performance Monitoring and Coaching Form (PMCF) shall be on November 6, 2026. All concerned personnel are advised to ensure the completeness and accuracy of their submissions and to observe the prescribed deadlines.

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5. Moreover, this Office shall adhere to the Equal Opportunity Principle (EOP) in the steps undertaken for this purpose. Hence, all decisions and actions shall be based on guidelines set forth, with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
6. Immediate and wide dissemination of this Memorandum is hereby directed.


RANDOLPH B. TORTOLA
Schools Division Superintendent

To be indicated in the **Perpetual Index**
under the following subjects:

IPCRF RPMS CY 2026

SGOD/HRD/cdg