

OFFICE PERFORMANCE COMMITMENT AND REVIEW FORM (OPCRF) Revised 2024

Name of Employee:	JISELA N. ULPINA	Name of Rater:	LOIDA N. NIDEA
Position/Designation:	Education Program Supervisor- OIC Chief	Position:	ASSISTANT REGIONAL DIRECTOR
Review Period:	January - December., 2024	Approving Authority:	ATTY, ALBRTO T, ESCOBARTE
	Human Resource Development Division- National Education Academy of the Philippines in the Region (HRDD-NEAP R)	Date of Review:	
	The Human Resource Development Division (HRDD) supports Regional Office (RO) and Schools Division Office (SDO) teaching, reaching-related, no strategic Human Resource (HR) systems towards improved personal and professional competencies.	n-teaching personnel, and so	chool leaders to become effective and efficient in the delivery of Basic Education Services by addressing their needs through the development and implementation of

							то	BE ACCOMPLISHED	DURING PLAN	NING						TO BE FIL	LED DURING	EVALUATIO	ON
	Organizational Outo	comes Alignment		Objectives	Timeline	Weight	Performance Targets (Target Outcome/Ouput of t Bureau/Center/Service/Divi aligned with the Outcome/Ou Indicators in the Organizatio Outcomes)		Performance Measure			Rating Scale			Means of Verification	Actual	RATING	AVERAGE	WEIGHT!
Var Barrita Area		tional Outcome At rograms/Subprogra		(based on Office Functions)	Timeline	Allocation	Value (numerical,	Description (expected	(Quality, Efficiency, Timeliness)	5	4	3	2	1	(MOVs)	Accomplishments	(Q,E,T)	(QET)	AVERAGE
key kesuits area	GAA Programs/ Subprograms	BEDP Pillars	MATATAG Pillars				statistical, trend)	outcome/ output/service)		(Outstanding)	(Very Satisfactory)	(Satisfactory)	(Unsatisfactory)	(Poor)					
Policies/Guideli									Quality	Developed HRD plans for RO personnel, teachers, and school leaders were approved				No developed HRD plans					
			Give support	Develop localized HRD Plans	October - December 2023	2.5%	2	HRD plans developed	Efficiency										-
	Education								Timeliness	The HRD Plan was developed between October - November of the previous year.	The HRD Plan was developed in December of the previous year.	The HRD Plan was developed during the first month of the current year.	The HRD Plan was developed during the second month of the current year.	The HRD Plan was developed during the third month of the current year.					
	Policy Development Program	Quality	to teachers to teach better	Prepare an implementation	Jan			prepared implementatio n plan on	Quality	Developed implementation plan indicating critical actions, responsible unit, timeframe, budget, and budget source.	Developed implementation plan indicating critical actions, responsible unit, budget, and budget source with no timeframe.	Developed implementation plan indicating critical actions, responsible unit, and budget with no timeframe and no budget source	Developed implementation plan indicating critical actions, responsible unit, but with no budget, budget source, and budget source	Prepared implementation plan with critical action without responsible unit, budget, budget source, and budget source					
				plan on National Policies on HRD	Dec., 2024	2.5%	1	HRD National Policies/ Guidelines	Efficiency	5 out of 5 indicators were achieved	4 out of 5 indicators were achieved	3 out of 5 indicators were achieved	2 out of 5 indicators were achieved	1 out of 5 indicators were achieved					
									Timeliness	Implementation plans were prepared ahead of the target schedule	Implementation plans were prepared on time	Implementation plans were prepared a week after the target schedule	Implementation plans were prepared 2-3 weeks after the target schedule	Implementation plans were prepared a month after the target schedule					

	Organizational Outcomes Alignment Organizational Outcome Attribution (Registro the CAA Programs/Subprogram and BEDP Pillars) GAA Programs/ Subprograms/ BEDP Pillars MATATAG Pillars			Objectives		Weight Allocation			total Performance Measure (Quality,						Means of Verification	Actual	RATING	AVERAGE	WEIGHT
Key Results Area	(Refer to the GAA Pr	rograms/Subprogra	n and BEDP Pillars)	(based on Office Functions)	Timeline		Value (numerical, statistical, trend)	Description (expected outcome/ output/service)	(Quality, Efficiency, Timeliness)	5 (Outstanding)	4 (Very Satisfactory)	3 (Satiafactory)	2 (Unsatisfactory)	1 (Poor)	(MOVs)	Accomplishments	(Q,E,T)	(QET)	AVERAG
Induction Program D	Subprograms	BEDP PHATE	Pillars				renay	No. of designed and	Quality	Designed and implemented quality assured induction program for newly-hired employees through self-paced modules	Designed and implemented induction program for newly-hired employees	Developed induction program for newly- hired employees	Drafted induction program for newly- hired employees	Conceptualized induction program for newly-hired employees					
				Design and implement a program for newly hired ROP personnel		5.0%	1	implemented programs for newly hired ROP employees	Efficiency	85-100% self-paced modules were completed by the ROP newly hired employees beffore the target schedule	70-84% self-paced modules were completed by the ROP newly hired employees on the target schedule	60-74% self-paced modules were completed by the ROP newly hired employees two weeks after the target schedule.	50%-64% self-paced modules were completed by the ROP newly hired employees three wecks after the target schedule	50% and below of the self-paced modules were completed by the ROP newly hired employees one month after the target schedule.					
									Timeliness										
	Education Human Resource Development Program	Quality	ty G ive support to teachers to teach better						Quality	85%-100% of the SDOs were provided technical assistance through the IPBT orientation and implemented the program to their respective SDO using the IPBT Coursebooks	70%-84% of the SDOs were provided technical assistance through the IPBT orientation and implemented the program to their respective SDO using the IPBT Coursebooks	55%-69% of the SDOs were provided technical assistance through the IPBT orientation and implemented the program to their respective SDO using the IPBT Coursebooks	40 %-54 % of the SDOs were provided technical assistance through the IPBT orientation and implemented the program to their respective SDO using the IPBT Coursebooks	39% of the SDOs were provided technical assistance through the IPBT orientation and implemented the program to their respective SDO using the IPBT Coursebooks					
				Provide Technical Assistance to SDOs on the implementation of Induction Program for Beginning Teachers	Jan- Dec. 2024	2.5%	23	No. of TA provided	Efficiency	85%-100% of the newly-hired teachers in 23 SDOs were able to accomplish the coursebooks, summative test, and completed the portfolio for their promotion for the next level of the program.	70%-84% of the newly-hired teachers in 23 SDOs were able to accomplish the coursebooks, summative test, and completed the portfolio for their promotion for the next level of the program.	in 23 SDOs were able to accomplish the coursebooks,	40 %-54 % of the newly-hired teachers in 23 SDOs were able to accomplish the coursebooks, summative test, and completed the portfolio for their promotion for the next level of the program.	teachers in 23 SDOs were able to accomplish the coursebooks, summative test, and completed the portfolio for their promotion for the next level of the	,				
									Timeliness	All SDOs were oriented ahead of the target schedule	All SDOs were oriented on time	All SDOs were oriented 2 weeks after the target schedule	All SDOs were oriented 3 weeks after the target schedule	program. All SDOs were oriented 1 month after the target schedule					

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Performance Targets (Target Outcome/Ouput of the Bureau/Center/Service/Divisio Rating Scale Organizational Outcomes Alignment aligned with the Outcome/Output Indicators in the Organizational Measure (Quality, RATING (Q,E,T) Means of Verificat Weight Timeline (MOVs) (OET) (based on Office Functions) AVERAGE Organizational Outcome Attribution Efficiency, Timeliness) Value Description (expected Refer to the GAA Programs/Subprogram and BEDP Pillar. (Outstanding) Key Results Area (Very Satisfactory) statistical GAA Programs output/service) Pillars Establish a profiling Establish a profiling Establish a profiling Establish a profiling No profiling system system of the RO system of the RO system of the RO system of the RO was established and SDO personnel and SDO personnel and SDO personnel and SDO personnel profile with updated, profile with RO and profile with RO and profile with RO and complete, and SDO personnel SDO personnel SDO personnel accurate data profile were profile were accurate profile were complete and but incomplete data inaccurate and accurate data incomplete data Establish an updated HRD Support to Give support PROFESSIONAL profiling system of the Jan- Dec. Profiling School and below 40% below 85%-100% updated 70%-84% updated 55%-69% updated 40%-54% updated Learning and Access to teachers to Regional and School's 5.00% 2 System Learners upated profile of RO profile of RO and profile of RO and profile of RO and Development teach better Division Offices' personnel profile of RO and Program and SDO personnel SDO personnel in SDO personnel in SDO personnel in for upskilling and reskilling Efficiency SDO personnel in the profiling system in the profiling the profiling system the profiling system the profiling system system Updated the Updated the Updated the No updating of Updated the profiling sytem profiling sytem profiling sytem profiling system profiling sytem during the end of the within the year Timeliness 1st quarter of the 2nd quarter of the 3rd quarter of the 4th quarter of the year L&D programs L&D programs L&D programs were L&D programs were L&D programs were implemented were implemented were implemented with implemented with implemented NEAP quality NEAP quality activity activity without activity assured, PRC assured, and with documentation documentation documentation report, NEAP quality accredited, and with activity report and QAME report but not NEAP design, qualty assured, PRC assured, PRC documentation reports but not activity develop and documentation report and QAME NEAP quality accredited, and no accredited and no implement OAME reports report and QAME reports but not PRC assured and PRC QAME reports Education Design, develop and quality ccredited accredited reports PROFESSIONAL Human Give support implement quality assured assured to teachers to Competency-based Learning 2024 below 40% of L&D 15% 5 85%-100% of L&D 70%-84% of L&D 55% - 69% of L&D 40% - 54% of L&D Learning and Resource Quality Competency programs in the based programs in the programs in the programs in the Development Development teach better and Development programs in the Learning and Efficiency HRD plans/WFP HRD plans/WFP HRD plans/WFP HRD plans/WFP HRD plans/WFP Program Intervention Programs were implemented were implemented Development were implemented were implemented were implemented Intervention L&D programs were Programs implemented beyond implemented on the implemented a week implemented two implemented 3-4 a month after the target schedule after the target weeks after the weeks after the target schedule schedule target schedule target schedule Timeliness No scholarship Managed and Managed and Managed and Managed and program managed implemented the implemented the implemented the implemented the and implemented cholarship program scholarship program scholarship program scholarship program within the year through the through the through the through following: following: following: undated a) updated the database/pool of a) updated the a) updated the database/pool of database/pool of database/pool of scholars scholars scholars scholars b) no. of b) no. of b) no. of recommended recommended recommended Quality cholars to scholars to scholars to scholarship program scholarship program scholarship program Manage and Implement Education Managed and provider provider provider PROFESSIONAL scholarship programs Human Give support c)adapted guidelines c)adapted guidelines Jan- Dec. implemented compliant to Equal 2 Learning and Resource Access to teachers to scholarship 2024 compliant with compliant with Employment Opportunity Development Development teach better program EEOP EEOP Policy (EEOP) Program d) submitted approved re-entry All expected outputs Achieved 70%-84% Achieved 55%-69% Achieved 40%-54% below 40% of the expected outputs were achieved of the expected of the expected of the expected Efficiency outputs outputs outputs were achieved

(Target Outcome/Ouput of the Bureau/Center/Service/Division aligned with the Outcome/Outpu ational Outcomes Alignment Rating Scale Performanc Indicators in the Organiza WEIGHTE PATING AVEDAGE (Quality, (Q,E,T) (based on Office Functions (MOVs) (QET) Organizational Outcome Attribution Efficiency, Timeliness Value Description Refer to the GAA Programs/Subprogram and BEDP Pillars (expected outcome/ (numerical, statistical, Key Results Area (Poor) (Very Satisfactory) GAA Programs MATATAG BEDP Pillar trend) output/service Managed and implemented Timeliness scholarship program based on target schedule Approved Succession Approved Succession crafted and reviewed crafted Succession drafted Succession and Pre-retirement Plan and crafted pre-Succession Plan and Plan and Pre-Plan and Pre-Plan retirement plan Pre-Retirement Plan retirement Plan both retirement Plan Quality ready for approval are ready for approval Education Established Identified potential Identified notential Identified notential Identified potential Identified notential PROFESSIONAL Human Establish and localize Jan- Dec. and localized successor having successor having successor having successor having successor having Learning and Resource Equity 5% 1 succession and exit plan succession acquired 80% - 89% acquired 60% - 69% acquired 50% - 59% acquired 90% acquired 70% - 79% Development Development and exit plan 100% of the of the competencies of the competencies of the competencies of the competencies Efficiency Program required for the competencies required for the required for the required for the critical position required for the critical position critical position critical position critical position Updated every 4 Updated Yearly Updated every 2 Updated every 3 Updated every 5€ Timeliness vears vears vears vears Established Established Established one of Established Established two of comprehensive and comprehensive mployee welfare the following the following employee welfare accessible employee employee welfare program such as employee welfare welfare program program such as physical, mental, programs: physical, programs: physical, such as physical, physical, mental, socio-emotional, and mental, sociomental, socio-Quality mental, socioand sociofinancial wellness emotional, and emotional, and emotional and emotional, and and GAD Program. financial wellness financial wellness financial wellness financial wellness and GAD program. and GAD program. and GAD program and GAD program. Established.ir All welfare programs All welfare programs All welfare programs Two of the welfare One welfare program Education Develop and implement tegrated, including GAD were including GAD were including GAD were including GAD were programs including Human Employee Resiliency and various Employee Welfare Jan- Dec. accessible and implemented with implemented with implemented with implemented with GAD were Resource 5 Welfare 2024 Well being Program including GAD Employee 85-100% the ROP 75-84% the ROP 65-74% the ROP implemented with at least 50% of the Development programs Welfare Efficiency employees benefited employees benefited employees benefited 50-64% the ROP ROP employees Program Program from the program. from the program. from the program. employees benefited benefited from the program. from the program. All welfare programs All welfare programs All welfare programs All welfare programs including GAD were implemented four implemented on the implemented a week implemented two implemented three Timeliness scheduled time. after the scheduled weeks after the weeks after the weeks after the scheduled time. scheduled time. scheduled time. time. Designed and Designed and Designed and There was an Absence of R&R ocalized R&R localized R&R localized R&R attempt to design rogram programs were programs were programs were and localize R&R Quality reviewed, enhanced, reviewed and quality reviewed programs and quality assured assured All criteria and 90%-94% of the 85%-89% of the 80%-84% of the 79%-below of the No. of criteria and criteria and criteria and criteria and guidelines were Education Design and localize a guidelines were reviewed, enhanced guidelines were guidelines were designed guidelines were Human Give support Efficiency system for rewarding and Jan- Dec. localized R&R and quality assured reviewed, enhanced reviewed, enhanced reviewed, enhanced reviewed, enhanced Resource Quality to teachers to 8% 1 recognizing deserving RO system for RO and quality assured and quality assured and quality assured and quality assured Development teach better and SDO employees and SDO Program employees Reviewed, enhanced, Reviewed, enhanced, Reviewed, enhanced, Reviewed, enhanced Reviewed, enhanced and quality assured criteria and criteria and criteria and criteria and criteria and guidelines were guidelines were guidelines were guidelines were guidelines were conducted a week conducted 2 weeks conducted 4 weeks conducted on the conducted 3 weeks after the scheduled scheduled date after scheduled date after the scheduled after the scheduled

	Organizational Outc	omes Alignment		Objectives		Weight	Target Outs Bureau/Cent aligned with : Indicators in	nance Targets come/Ouput of the ter/Service/Division the Outcome/Output the Organizational utcomes)	Performance Measure			Rating Scale			Means of Verification	Actual	RATING	AVERAGE	WEIGHTE D	
Key Results Area	GAA Programs/ Subgrograms Education Human Resource Quality to to	ttribution m and BEDP Pillars) MATATAG Pillars	(based on Office Functions)	Timeline	Allocation	Value (numerical, statistical, trend)	Description (expected outcome/ output/service)	(Quality, Efficiency, Timeliness)	5 (Outstanding)	4 (Very Satisfactory)	3 (Satisfactory)	2 (Unsatisfactory)	1 (Poor)	(MoVs)	Accomplishments	(Q,E,T)	(QET)	AVERAGE		
Rewards and	Education							No. of	Quality	RO and all SDOs adhered to the approved localized policy of the R&R program in their implementation	RO and 15-22 SDOs adhered to the approved localized policy of the R&R program in their implementation	RO and 10-14 SDOs adhered to the approved localized policy of the R&R program in their implementation	RO and 5-9 SDOs adhered to the approved localized policy of the R&R program in their implementation	RO and 1-4 SDOs adhered to the approved localized policy of the R&R program in their implementation						
Recognition	Resource Development	Quality	Give support to teachers to teach better	Manage the implementation of the rewards and recognition program	Jan- Dec. 2024	10%	1	managed R&R program implemented	Efficiency	RO and all SDOs implemented the R&R program	RO and 15-22 SDOs implemented the R&R program	RO and 10-14 SDOs implemented the R&R program	RO and 5-9 SDOs implemented the R&R program	RO and 1-4 SDOs implemented the R&R program						
									Timeliness	Implemented the R&R program based on scheduled timeline	Implemented the R&R program one week after the scheduled timeline	Implemented the R&R program two weeks after the scheduled timeline	Implemented the R&R program three weeks after the scheduled timeline	Implemented the R&R program a month after the scheduled timeline						
	Education Human		Give support	Monitor and evaluate the implementation of then	Jan- Dec.			No. of	Quality	RO and all SDOs were monitored and evaluated on the implementation of the R&R program based on the approved localized policy	RO and 15-22 SDOs were monitored and evaluated on the implementation of the R&R program based on the approved localized policy	RO and 10-14 SDOs were monitored and evaluated on the implementation of the R&R program based on the approved localized policy	RO and 5-9 SDOs were monitored and evaluated on the implementation of the R&R program based on the approved localized policy	RO and 1-4 SDOs were monitored and evaluated on the implementation of the R&R program based on the approved localized policy						
	Resource Development	Quality	to teachers to teach better	rewards and recognition programs	2024	3%		evaluated R&R programs	Efficiency				14	Monitoring &						
	Program			programs					Timeliness	Monitoring & evaluation conducted on the scheduled implementation date	Monitoring & evaluation conducted a week after the scheduled implementation date	Monitoring & evaluation conducted two weeks after the scheduled implementation date	Monitoring & evaluation conducted three weeks after the scheduled implementation date	evaluation conducted a month after the scheduled implementation date						
									Quality	Developed proposals and intervention programs based on ther consolidated Professional Development Needs analyzed, submitted IDP, coaching and mentoping plan, consolidated ratings of RO personnel.	Developed proposals and intervention programs based on ther consolidated Professional Development Needs analyzed, submitted IDP, coaching and mentoping plan.	Developed proposals and intervention programs based on ther consolidated Professional Development Needs analyzed, submitted IDP.	Developed proposals and intervention programs based on ther consolidated Professional Development Needs analyzed, submitted IDP.	Developed proposals and intervention programs based on ther consolidated Professional Development Needs analyzed.						
Performance Management	Education Human Resource Development Program	Quality	Give support to teachers to teach better		Jan- Dec. 2024	5%				85-100% of the ROP personnelsubmitted	personnelsubmitted		personnelsubmitted							
Management E	riogium		ality to teachers to teach better	to teachers to teach better	programs					Efficiency	IDP, competensy assessment, coaching and mentoring form and consolidated rating as basis for the proposal and intervention programs	IDP, competensy assessment, coaching and mentoring form and consolidated rating as basis for the proposal and intervention programs	IDP, competensy assessment, coaching and mentoring form and consolidated rating as basis for the proposal and intervention programs	IDP, competensy assessment, coaching and mentoring form and consolidated rating as basis for the proposal and intervention programs	personneisubmitted IDP, competensy assessment, coaching and mentoring form and consolidated rating as basis for the proposal and intervention programs					
									Timeliness	Activities done before the target schedule	Activities done on the target schedule	Activities done a week after the target schedule	Activities done 2 weeks after the target schedule	Activities done 3 weeks after the target schedule						

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The state of the s	Organizational Outcomes Alignment Organizational Outcome Attribution (Refer to the GAA Frograms/Subprogram and BEDP Pillars GAA Programs/ Subprograms/ BEDP Pillars MATATAG Pillars			Objectives		Weight	(Target Outco Bureau/Cente aligned with the Indicators in	ance Targets ome/Ouput of the er/Service/Division the Outcome/Output the Organizational dcomes)	Performance Measure		The Section 1	Rating Scale			Means of Verification	Actual	RATING	AVERAGE	WEIGHTE	
Key Results Area	(Refer to the GAA P.	rograms/Subprogran	n and BEDP Pillars) MATATAG	(based on Office Functions)	Timeline	Allocation	Value (numerical, statistical, trend)	Description (expected outcome/ output/service)	(Quality, Efficiency, Timeliness)	5 (Outstanding)	4 (Very Satisfactory)	3 (Satisfactory)	2 (Unsatisfactory)	1 (Poor)	(MOVs)	Accomplishments	(Q,E,T)	(QET)	AVERAGE	
3			Take steps to	Develop policies and procedures for the utilization and operations of					Quality	Developed policies, procedures and guidelines for 85- 100% of the areas of operations of RELC- NEAP	Developed policies, procedures and guidelines for 65 - 84% of the areas of operations of RELC- NEAP	Developed policies, procedures and guidelines for 45 - 64% of the areas of operations of RELC- NEAP	Developed policies, procedures and guidelines for 25 - 44% of the areas of operations of RELC- NEAP	Developed policies, procedures and guidelines for 24% and below of the areas of operations of RELC-NEAP						
Regional NEAP Management and Operations	Support to School and Learners Program	Quality	accelerate the delivery of basic education facilities and services	National Educators Academy of the Philippines in the Region to ensure Ensure quality service, financial viability, and		8%	1	No. of Operations Manual Developed	Efficiency	Operations manual was developed, vetted, finalized, and approved.	Operations manual was developed, vetted, and finalized	Operations manual was developed and vetted	Operations manual was developed.	Operations manual was just drafted.						
			July	sustainable operations of the Regional NEAP Facilities					Timeliness	Operations manual was developed within the first quarter of the year	Operations manual was developed within the second quarter of the year	Operations manual was developed within the third quarter of the year	Operations manual was developed within the fourth quarter of the year	Operations manual was developed the next year						
			Take steps to accelerate the delivery of basic education facilities and services	accelerate the delivery of basic education						Quality	Utilized the established systems (TEAHUB) with no pending, overdue and on hold documents, update processes (HRDD-OMefficiently and effectively maintained and updated prinent documents. (WFP, PPMP, Planning documents, OPCRF)	Utilized the established systems (TEAHUB) with no pending, and on hold documents but with overduc documents, update processes (HRDD-OM)efficiently and effectively maintained and updated prtinent documents. (WFP, PPMF, Planning documents, OPCRF)	Utilized the established systems (TEAHUB) with no pending documents but with overdue and on hold documents, update processes (HRDD-OM)efficiently and effectively maintained and updated prtinent documents. (WFP, PPMP, Planning documents, OPCRF)	Utilized the established systems (TEAHUB) with pending, overdue and on hold documents, and processes (HRDD-OM)are not updated, efficiently and effectively maintained and updated prtinent documents. (WPP, PPMP, Planning documents, OPCRF)	Utilized the established systems (TEAHUB) with pending, overdue and on hold documents, and processes (HRDD-OM)are not updated, efficiently and effectively maintained but not updated priment documents. (WFP, PPMP, Planning documents, OPCRF)					
		Quality			January- December 2024	5%			Efficiency	85 - 100% of the documents, processes and systems are maintained and updated	70 -84% of the documents, processes and systems are maintained and updated	55 - 69 % of the documents, processes and systems are maintained and updated	40 - 54 % of the documents, processes and systems are maintained and updated	Below 40% of the documents, processes and systems are maintained and updated						
Office Administration nd Performance Management									Timeliness	TEAHUB and emails are monitored in a daily basis to avoid backlogs and WFP are adjusted to ensure all avtivities are done as scheduled and planning documents are updated quarterly.	TEAHUB and emails are monitored in every 3 days basis to avoid backlogs and WFP are adjusted to and planning documents are updated quarterly.	avoid backlogs and	TEAHUB and emails are monitored on a monthly basis to avoid backlogs and WFP are adjusted and planning documents are updated semi-annualy.	TEAHUB and emails are monitored bi-monthly to avoid backlogs and WFP are adjusted and planning documents are updated annualy.						

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	Organizational Outc	comes Alignment		Objectives		Weight	(Target Outc Bureau/Cents aligned with t Indicators in	ance Targets ome/Ouput of the rr/Service/Division he Outcome/Output the Organizational accomes)	Performance Measure			Rating Scale			Means of Verification			AVERAGE	E WEIGHTE	
Key Results Area	(Refer to the GAA Pr	tional Outcome At rograms/Subprogra		(based on Office Functions)	Timeline	Allocation	Value (numerical, statistical, trend)	Description (expected outcome/ output/service)	(Quality, Efficiency, Timeliness)	5 (Outstanding)	4 [Very Satisfactory]	3 (Satisfactory)	2 (Unsatisfactory)	1 (Poor)	(MOVs)	Accomplishments	(Q,E,T)	(QET)	AVERAGE	
	Subprograms		Take steps to accelerate the delivery of basic education					No. of	Quality of rees	at least 2 personnel received Gawad AGAD every month	at least 1 personnel received Gawad AGAD every month	received Gawad	at least 1 personnel received Gawad AGAD every quarter	Gawad AGAD every						
		Quality	delivery of basic	Promote culture of excellence, innovation, and collaboration	January- December 2024	5%	5	employees received positive feedback and recognition	Efficiency	Received Customers Feedback with outstanding rating	Received customer's feedback with a Very Satisfactory rating		Received customer's feedback with an Unsatisfactory rating	feedback from the						
									Timeliness											
		Quality basic education facilities and	Take steps i accelerate ti delivery of Quality basic cducation	accelerate delivery Quality basic educatio		December	5%		No. of employees monitored and evaluated performance	Quality	90 - 100% of the staff submitted Performance Appraisal Form based on the KRA with outstanding rating	90 - 100% of the staff submitted Performance Appraisal Form based on the KRA with very satisfactory rating	90 - 100% of the staff submitted Performance Appraisal Form based on the KRA with satisfactory rating	90 - 100% of the staff submitted Performance Appraisal Form based on the KRA with unsatisfactory rating	90 - 100% of the staff did not submitted Performance Appraisal Form based on the KRA					
			services	and development programs				performance	Efficiency Timeliness	Submit PAF on a	Submit PAF on a monthly basis	Submit PAF on a quarterly basis	Submit PAF on semi	Submit PAF						

100%

	Organizational Outo	omes Alignment		Objectives	Timeline	Weight	Performance Targets [Target Outcome/ Ouput of the Bureou/ Center/ Service/ Division aligned with the Outcome/ Output Indicators in the Organizational Outcomes)	Performance Measure (Ouclity,			Rating Scale			Means of Verification		RATING AVERAG	
	Organiza (Refer to the GAA Po	tional Outcome At rograms/Subprogram		(based on Office Functions)	Interne	Allocation	Value Description	Efficiency, Timeliness)	5	4	3	2	1	(MOVs)	Accomplishments	(Q,E,T) (QET)	AVERAGE
Key Results Area	GAA Programs/ Subprograms	BEDP Pillars	MATATAG Pillars				statistical, outcome/ trend) output/scrvice)		(Outstanding)	(Very Satisfactory)	(Satisfactory)	(Unsatisfactory)	(Poor)				

PART 1-B: INNOVATING AND INTERVENING ACCOMPLISHMENTS (20%)
Part I-B. Innovating and Intervening Accomplishments shall capture the outcomes/outputs of the office that are enabling, supportive, and/or outputs.

					TO BE FILLED IN DO	TRING PLANNIN	G						TO BE FILE	ED DURING	EVALUATI	ION
Key Result Areas (KRA)	Objectives	Timeline	Weight Allocation	(Target Outo Bureau/Cento that are ena and/or co achievement a	ance Targets ome/Ouput of the er/Service/Division bling, supportive, ntributory to the if the organizational d KRAs (Part I-A))	Performance Measure (Quality, Efficiency.			RATING SCALE			Means of Verification (MOVs)	Actual Results/ Accomplishments	RATING (Q,E,T)	AVERAGE (QET)	WEIGHT D AVERAG
				Value (numerical, statistical, trend)	Description (expected outcome/ output/service)	Timeliness)	5 (Outstanding)	4 (Very Satisfactory)	3 (Satisfactory)	2 (Unsatisfactory)	1 (Poor)					
Induction Program	Design and implement a	Jan -	4%	1	designed and implemented program for newly hired employees	Quality	Designed and implemented quality assured induction program for newly- hired employees through self-paced modules	induction program for newly-hired employees	Developed induction program for newly- hired employees	Drafted induction program for newly- hired employees	Conceptualized induction program for newly-hired employees	Modules for	10 self-paced modules were developed and implemented on			
Induction Program	program for newly hired	December, 2024	,			Efficiency	85-100% self-paced modules were completed by the ROP newly hired employees beffore the target schedule	70-84% self-paced modules were completed by the ROP newly hired employees on the target schedule	60-74% self-paced modules were completed by the ROP newly hired employees two weeks after the target schedule.	50%-64% self-paced modules were completed by the ROP newly hired employees three weeks after the target schedule	50% and below of the self-paced modules were completed by the ROP newly hired employees one month after the	- Induction program. List of newly hired employees	line. All the newly hired sice January 2024 were enrolled and submitted the module outputs			
Professional Learning and Development	Design, develop and implement quality assured		15%	1	Designed, developed, and implemented program on faciltation and learning management	Quality	L&D program implemented was NEAP quality assured, PRC accredited, and with activity documentation report and QAME reports	L&D program implemented was NEAP quality assured, and with activity documentation report and QAME reports but not PRC accredited	L&D program was implemented with activity documentation report and QAME reports but not NEAP quality assured and PRC accredited	L&D program was implemented with activity documentation report but not NEAP qualty assured, PRC accredited, and no QAME reports	accredited and no QAME reports	Learning Resource Package for Program on	1 LRP for PD program on facilitation and learning management			
Professional Learning and Development	Competency-based Learning and Development Intervention Programs					Efficiency	85%-100% of activities under the L&D program were implemented	70%-84% of activities under the L&D program were implemented	55% - 69% of activities under the L&D program were implemented	40% - 54% of activities under the L&D program were implemented	below 40% of activities under the L&D program were implemented	Facilitation and Learning Management	was developed and utlized in the implementation of the program			
						Timeliness	L&D program was implemented on the target schedule	L&D program was implemented a week after the target schedule	L&D program was implemented two weeks after the target schedule	L&D program was implemented 3-4 weeks after the target schedule	L&D program was implemented beyond a month after the target schedule	-	or the program			

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APPROVING AUTHORITY