



Republic of the Philippines
Department of Education
 Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY

January 15, 2025

DIVISION MEMORANDUM

No. 039, s. 2025

**OMNIBUS PERFORMANCE MANAGEMENT ANNUAL CYCLE, TIMELINES &
 INDICATIVE ACTIVITIES FOR CALENDAR 2025**

To: ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
 CHIEF, CID & CONCURRENT OIC-ASDS
 CHIEF, SCHOOL GOVERNANCE & OPERATIONS DIVISION
 EDUCATION PROGRAM SUPERVISORS
 PUBLIC SCHOOLS DISTRICT SUPERVISORS
 ELEMENTARY & SECONDARY SCHOOL HEADS
 UNIT & SECTION HEADS
 All Others Concerned

1. In conformity to DepEd commitment to uphold the highest regard for service excellence and performance management giving summit importance to Equal Opportunity Policy (EOP), this Office reiterates DepEd Order No. 2, s. 2015 for calendar year 2025 by issuing the Omnibus Performance Management Cycle Timelines and Indicative Activities for the guidance of all governance levels.
2. Designated Performance Management Team by governance levels with the Term of Reference and Indicative Performance Management Cycle Timelines are hereby attached as enclosures.
3. For clarifications and relevant queries, kindly connect with **DR. HENRIETTA T. MANAGBANAG, CESO VI**, ASDS/ Division PMT Chairperson at the ASDS Office 3/F SDO Tacloban City or through **MR. ANGELO V. ALCARAZ, Planning Officer III**, Division PMT Coordinator with this contact no. 09675081925.
4. Expenses incurred relative to the conduct of this activity shall be charged to MOOE/ Local Funds subject to procurement, accounting and auditing rules and regulations.
5. Immediate dissemination of and strict compliance with this Memorandum are desired.

as per s-o # 024, s. 2025 01/16/25
SHERLITA A. PALMA EdD, CESO VI
 Assistant Schools Division Superintendent
 Office -In-Charge
 Office of the Schools Division Superintendent

Enclosures: Designated Performance Management Team with the Term of Reference and Indicative Performance Management Cycle Timelines
 Reference: DO 2, s. 2015
 To be indicated in the Perpetual Index under the following subjects:

STRATEGIC PLANS OPCRf IPCRF PERFORMANCE MANAGEMENT

AVA/PLOIII
 Jan. 15, 2025



RELEASED
 Date: 16 JAN 2025