



Republic of the Philippines  
**Department of Education**  
REGION VIII  
SCHOOLS DIVISION OF CALBAYOG CITY

February 11, 2026


**OFFICE MEMORANDUM**

No. 011 S. 2026

**PERFORMANCE PLANNING AND COMMITMENT FOR SGOD PERSONNEL**

To: All SEPS/Unit Heads  
All Others Concerned

1. This office informs all the concerned on the **2026 Performance Planning and Commitment** to be done on **February 16-17, 2026** in **Mondejares Puertes Resort**. This activity is a mechanism for continuous improvement under the QMS-KRA Based Core and Support Processes of the SGOD. All SGOD personnel are advised to attend the Flag Raising Ceremony before going to the venue.
2. The activity is aimed to come up with the following:
  - a. a unified template of the 2026 IPCRF - based version 3
  - b. Individual/Unit's 2026 WFP-based Action Plan based on the M&E Plan
3. In view of this, the link of the Google drive shall be posted in the chat group. You are further advised to download and print the following documents needed for the workshop:
  - A. 2026 SGOD OPCRf
  - B. 2026 QMS-KRA/WFP-based Action Plan Template
  - C. KRA-based M & E Plan
4. Immediate dissemination of this communication is desired.

  
MARGARITO A. CADAYONA JR. PhD. CESO VI  
Schools Division Superintendent





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**MATRIC OF THE ACTIVITY**  
**PERFORMANCE PLANNING AND COMMITMENT FOR SGOD PERSONNEL**

TIME	February 16, 2026	February 17, 2026
8:00		MOL
9:30 - 10:00	Opening Program	8:30 <b>Workshop on the 2026 QMS-KRA/WFP-based Action Plan</b>
10:00 - 12:00	<b>Performance Review:</b> Showcase of Accomplishment by unit  - <i>Galina V. Panela</i> PRU	- <i>Oscar D. Billate</i> EPS
12:00 - 1:00	Lunch break	
1:30 - 2:30	<b>Brainstorming Session: Risk Management and Sustainability mechanism</b> - Facilitating Factors - Hindering Factors  - <i>Avelina P. Tupa</i> OIC Chief	<b>Presentation of Output by unit</b>  Facilitator: <i>Rosalia M. Rivera</i> SMME
3:00 - 5:00	<b>Streamlining 2026 IPCRF with KRA based Target</b>  - <i>Robert Anthony Ygrubay</i> OIC SMME	4:00 Commitment Closing Program  - <i>Marita P. Senolos</i> HRD
5:00	<b>Fellowship Activity</b>  - <i>Sharon D. Balza</i>	

Note: Room accommodation is available for a night stay