




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

OFFICE MEMORANDUM

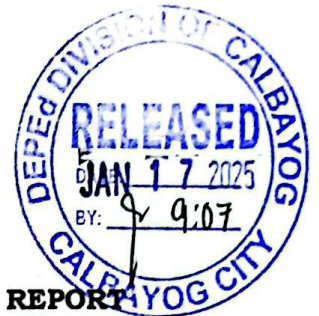
No. 003, s. 2025

TO: Chief Education Supervisors (CID and SGOD)
Education Program Supervisors (SGOD)
Public Schools Division Supervisors
Unit Heads
Program Implementers/ Owners

FROM: 
MARGARITO A. CADAYONA JR. PhD, CESO VI
OIC-Schools Division Superintendent

SUBJECT: **URGENT MEETING ON THE DATA COLLECTION OF
PREPARATION OF THE PERFORMANCE INDICATORS REPORT**

DATE: January 15, 2025



1. In reference to RM 309, s. 2024 on the conduct of the Quarter 4 Program Implementation Review to be conducted on January 21-22, 2025 at Haiyan hotel, Tanauan, Leyte. This good office hereby informs the abovementioned personnel of an **urgent consultative conference in the data collection of the preparation of the Performance Indicators Reporting to the Regional Office on the aforementioned dates on January 16, 2025, 2 PM at san Juaquin National High School.**
2. The meeting aims to ensure alignment, accuracy, and efficiency in collecting and consolidating data for the PIR. Conversely, the conference aims to discuss the following agenda:
 - Overview of the Performance Indicators Report requirements;
 - Roles and responsibilities in the data collection process;
 - Timeline and deadlines;
 - Addressing potential challenges and solutions; and
 - Open forum and other concerns.
3. This Office Memorandum shall serve as the **Travel Order** of the abovementioned participants.
4. Immediate dissemination of this memorandum is earnestly sought.



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