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MEMORANDUM CIRCULAR NO. 290

Series of 2024

TO: VSU Top Management, Chancellors, Deans, Directors, and Heads

RE: Orientation and Seminar-Workshop on Aligning Organization and People and Target Setting

FROM: DR. PROSE IVY G. YEPES
University President

DATE: December 18, 2024

Please be advised that there will be an **Orientation and Seminar-Workshop on Aligning Organization and People and Target Setting** on **January 13-14, 2025, 8:00 AM to 5:00 PM** at the **VSU RDEI Hall**.

This activity is designed to strengthen the alignment between organizational and individual performance plans and the university's strategic directions, fostering a culture of accountability, continuous improvement, and performance excellence.

Your active participation in this seminar-workshop is vital to ensure that goals of your respective units are aligned with VSU's strategic priorities. To confirm your attendance, please register through this link: <https://forms.gle/YcXcHd7CPGAQwZ758> until **January 8, 2025**. This pre-registration also serves for logistical purposes on meal reservations and certificate preparation.

Your participation is highly encouraged as VSU Strides to go further and farther.

Attached is the program details for your reference.

For your guidance and compliance.

OFFICE OF THE PRESIDENT

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Orientation and Seminar-Workshop on Aligning Organization and People and Target Setting

January 13-14, 2025
8:00 AM - 5:00 PM
VSU RDE Hall

Your are cordially invited!

Program Flow

Day 1

8:00	Registration	Activity Management
<i>Opening Program</i>		
9:00	National Anthem & Prayer	AV
	Opening Remarks	Dr. Prose Ivy G. Yepes <i>(University President)</i>
	Overview of the Activity	Ms. Honey Sofia V. Colis <i>(Director, HRMO)</i>
10:30 <i>AM Break</i>		
10:45	Alignment Through the Results-Based Performance Management System (RBPMS)	Subject Matter Expert
12:00 <i>Lunch Break</i>		
1:00	SPMS Cascading & Alignment Philosophy	Subject Matter Expert
3:00 <i>PM Break</i>		
3:15	Continuation of SPMS Cascading	Subject Matter Expert

Program Flow

Day 2

8:00	Registration and Recap of Day 1	Activity Management
9:00	Developing Division Performance Commitment Review (DPCR) & Unit Performance Commitment Review (UPCR)	Subject Matter Expert
10:30 <i>AM Break</i>		
10:45	Continuation of Developing DPCR and IPCR	Subject Matter Expert
12:00 <i>Lunch Break</i>		
1:00	Developing Individual Performance Commitment Review (IPCR)	Subject Matter Expert
2:00 <i>PM Break</i>		
2:15	Implementation/Monitoring Plan	Subject Matter Expert
<i>Closing Program</i>		
Closing Remarks		Dr. Moises Neil V. Seriño (Vice President, PRGAS)
VSU Hymn		AV
