



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

Office of the Schools Division Superintendent

9 January 2024

DIVISION MEMORANDUM

No. 21, series 2024

**PRESENTATION AND SUBMISSION OF OFFICE/INDIVIDUAL
PERFORMANCE COMMITMENT AND REVIEW FORM (OPCRF/IPCRF)**

To: **Chief Education Program Supervisors**
Education Program Supervisors
Senior Education Program Specialists / Specialists II
Public Schools District Supervisors/In-Charge
Section Heads
Division Office Personnel
This Division

1. Pursuant to DepEd Order No. 2, s. 2015, re: Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education, specifically Phase III on Performance Review and Evaluation Item No. 34, which states that the performance review and evaluation shall be done at the end of the performance cycle to assess employee's performance level based on the commitments, and measures as contained in the IPCRF.
2. This Office hereby directs all Chief Education Program Supervisors, Education Program Supervisors, Senior Education Program Specialists/ EPS II, Public Schools District Supervisors/In-Charge, Section Heads and other Division Office Personnel to present and submit their IPCRF for FY 2023 following the schedule;

| Personnel | Presentation | Submission | Venue |
|------------------|---------------------|---------------------|--------------------------|
| CID-PSDS/DICs | Jan 29-30, 2024 | February 2, 2024 | CID Chief Office |
| CID-EPS | Jan 31, 2024 | | CID Chief Office |
| SGOD | Jan 30, 2024 | | SGOD Chief Office |
| OSDS | Jan 31, 2024 | | Section Head's Office |





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3. Travel and other related expenses of PSDS/DICs shall be charged to the Division MOOE/local funds subject to the usual accounting and auditing rules and regulations.
4. Wide dissemination of this Memorandum is hereby enjoined.

EDILBERTO L. OPLENARIA, EdD, CESO V
Schools Division Superintendent

Encls.: As stated
References: None
To be indicated in the Perpetual Index
under the following subjects:



IPCRF
PERFORMANCE MANAGEMENT
ELO/MMA/HRD-imonte



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