



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

Office of the Schools Division Superintendent

09 OCTOBER 2023

DIVISION MEMORANDUM

No. *609* s. 2023

**INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM
(IPCRF) PREPARATION AND PRESENTATION TO SGOD PERSONNEL**

To: SGOD Personnel

1. In accordance with 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, this Office will conduct a Three-Day Individual Performance Commitment and Review Form (IPCRF) Preparation and Presentation on October 25-27, 2023 at a venue which is to be indicated in a separate Memorandum.
2. This activity is also conducted to provide comprehensive guidelines for the adoption of the Civil Service Commission's (CSC) Strategic Performance management System (SPMS) in DepEd.
3. The aim of this activity is to determine the progress of the personnel and to provide technical assistance and to see to it that the Mode Of Verifications (MOVs) shall be complied which is anchored on the identified Key Results Areas (KRAs) of the SGOD personnel as participants to this activity.
4. Travelling, meals, and accommodation shall be charged against Division Funds subject to the usual accounting and auditing rules and regulations.
5. Wide dissemination of this Memorandum is enjoined.


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

ELO/egd/mma



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Enclosure to Division Memorandum No. _____, s. 2023

**INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM
 (IPCRF) PREPARATION AND PRESENTATION**

October 25-27, 2023

Matrix of Activities

Day 1- Date October 25, 2023		
Time	Activity/Topic	Person-In-Charge
9:00-10:00	Preliminaries: National Anthem Opening Prayer Roll-call of Participants Welcome Message Statement of Purpose Training Norms and Session Topics Message of the Head of Office	AVP AVP EPS Rhodora L. Gallares, PhD ASDS Erlinda G. Dael, PhD, CESE SGOD Chief M.M. Absin, PhD SEPS Irish Karylle D. Monte, PhD SDS Edilberto L. Oplenaria, EdD CESO V
10:00-12:00	Training Proper: TOPIC 1 Salient Features of DO. No. 2, s. 2015	SDS Oplenaria
HEALTH/LUNCH BREAK		
1:30-3:30	TOPIC 2 Sample IPCRF of Nurse II	SDS Oplenaria
3:30-5:00	Activity 1: Q and A	Participants
Day 2- Date October 26, 2023		
8:00-8:30	MOL	Participants
8:30-12:00	Topic 1: SGOD OPCRf anchored on Version 3	ASDS Dael
10:00-12:00	Activity 2: Q and A	Participants
HEALTH/LUNCH BREAK		
1:30-3:30	TOPIC 2 Sample IPCRF for SEPS	Chief Absin
3:30-5:00	Activity 3: Q and A	Participants
Day 3- Date October 27, 2023		
8:00-8:30	MOL	Participants
8:30-12:00	Activity 4: Presentation of IPCRF	Participants
HEALTH/LUNCH BREAK		
1:30-3:00	Activity 4: Presentation of IPCRF	Participants
3:00-4:00	Activity 5: Open Forum	Facilitator
4:00-4:30	Closing Program Impression Commitment Distribution of Certificates Acknowledgement	



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	Closing Prayer Makabayan Song	
	MC:	Ronjie Rosete

C. Program Management Team

Function	Name	Designation
Program Consultant	<i>EDILBERTO L. OPLENARIA</i> <i>ERLINDA G. DAEL</i>	<i>Schools Division Superintendent</i> <i>ASDS</i>
Program Management Team Leader	<i>MARIA TERESA M. ABSIN</i>	<i>SGOD CHIEF</i>
Program Management Asst Leader	<i>IRISH KARYLLE D. MONTE</i>	<i>SEPS HRD</i>
QAME Associate	<i>DANNY A. ASIO</i>	<i>SEPS SMME</i>
Technical Officer	<i>ANDREW HEROE JANUBAS</i>	<i>ADAS II</i>
Secretariat	<i>GERRY P. MADRID</i>	<i>EPS SMME</i>

^P
Prepared By:

[Signature]
IRISH KARYLLE D. MONTE, PhD
 SEPS-HRD

Reviewed By:

[Signature]
MARIA TERESA M. ABSIN, PhD
 SGOD Chief

Certified Appropriation Available:

[Signature]
MARK LORREN T. TEJANO
 AO-V - Budget Officer

Certified Funds Available:

[Signature]
ELMAR G. ANOC, CPA
 Accountant III

Recommending Approval:

[Signature]
ERLINDA G. DAEL, PhD
 Assistant Schools Division Superintendent

Approved:

[Signature]
EDILBERTO L. OPLENARIA, PhD
 Schools Division Superintendent

