




Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

MEMORANDUM

TO: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors/ Division Coordinator
Public Schools District Supervisor/ OIC-PSDs
Elementary and Secondary School Heads

FROM: 
JOSE L. DONCILLO, CESO V
Schools Division Superintendent

SUBJECT: EVALUATION AND VALIDATION OF OFFICE PERFORMANCE
COMMITMENT AND REVIEW FORM (OPCRF) FOR SY. 2021-2022

DATE: AUGUST 18, 2022

1. Relative 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, and DepEd Order No. 24 s.2020 National Adoption and Implementation of the Philippine Professional Standards for School Head, this Office shall conduct the evaluation and validation of Office Performance Commitment and Review Form (OPCRF) for SY-2021-2022 of the elementary and secondary school heads by municipality as indicated in the schedule below.
2. School Heads shall bring their documents/ Means of Verification per KRA/ indicator and the complete parts of OPCRf on the specified date and venue.
3. Public Schools District Supervisors/ OIC-PSDs shall assist the ASDS in the process by reviewing the OPCRf of the school heads in their respective districts together with their means of verification. They shall make an initial below the rater's name and be present during the scheduled evaluation of the OPCRf to validate the documents to be presented by the school.
4. The agreement and signing of the OPCRf between the ratee and rater shall be done in the venue. Signed OPCRf of the school heads shall be brought to the Division Office for the approval of the Schools Division Superintendent on the same date.



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5. Schedule of OPCRf evaluation and validation per municipality.

Date	Municipality	Venue
1. September 6, 2022	Castilla	Cumadcad Central School
2. September 7, 2022	Pilar	Pilar 1 central School
3. September 8, 2022	Donsol	Donsol East CS
4. September 13, 2022	Casiguran	Casiguran CS
5. September 14, 2022	Juban	Juban NHS
6. September 15, 2022	Magallanes	Magallanes NHS
7. September 16, 2022	Irosin	Monbon Elem. School
8. September 20, 2022	Gubat	Gubat South CS
9. September 21, 2022	Pto. Diaz	Pto. Diaz CS
10. September 22, 2022	Matnog	Matnog NHS
11. September 23, 2022	Bulan	Bulan NHS
12. September 27, 2022	Sta. Magdalena	Sta. Magdalena NHS
13. September 28, 2022	Barcelona	Barcelona NCHS
14. September 29, 2022	Bulusan	Bulusan NHS

6. Travel and other incidental expenses relevant to this activity shall be charged against the local funds/ school or Division MOOE subject to the usual accounting and auditing rules and regulations.

7. Immediate dissemination of and compliance of this Memorandum are earnestly desired.



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