



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

March 3, 2023

DIVISION MEMORANDUM
Unnumbered

TO: Myra P. Mebato, ASDS
Anaclea A. Gacasan, CID Chief
Susan Epifania B. Carpio, SGOD Chief
All others concerned
This Division

**COMMITTEE FOR THE CRAFTING OF THE IPCRF FOR
EDUCATION PROGRAMS SUPERVISORS AND PUBLIC
SCHOOLS DISTRICT SUPERVISORS**

1. In line with DepEd Order No. 025, s. 2023 on National Adoption and Implementation of the Philippine Professional Standards for Supervisors, which institutionalizes the (PPSS) as a public statement of professional accountability for supervisors to reflect on and assess their own practice as they aspire for and pursue professional development, this Office hereby directs the following to craft a unified Individual Performance Commitment and Review Form (IPCRF) for Educational Program Supervisors and Public Schools District Supervisors.

KRA 1/DOMAIN 1:

Chair : Imelda Pongase
Members: Eulalio Rupinta
Rose Mary Abapo
Jasmin Gaogao
Menerva Barola
Ell Jun Abucay

KRA 2/DOMAIN 2:

Chair : Elsa Buenavidez
Members: Federico Araniego
Fernando Sumondong
Johnnel Guangco
Arlene Via
Anthony Marollano

KRA 3/DOMAIN 3:

Chair : Joel Aclao
Members: Letecia Tatoy
Giezel Gongob
Selina Macas
Ell Jun Abucay

KRA 4/DOMAIN 4:

Chair : Rowell Villarubia
Members: Jed Mae Coronel
Ian Francis Veloso
Anelyn Engracia
Mary Joy Doromal



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Plus Factor

For PSDS : Joel Aclao
For EPS : Rowell Villarubia

In-charge for the preparation of the IPCRF Template

Luisander Luy

Advisers/Consultants: Anaclea A. Gacasan – CID Chief
Susan Epifania B. Carpio – SGOD Chief

2. Each Chairman of the different KRA is requested to provide his/her members of the team a copy of the PPSS to serve as reference and guidance in the crafting of the IPCRF.

3. Moreover, the schedule below should be strictly adhered to.

Schedule of Activities:

March 13, 2023, 3:00 – 5:00pm - Orientation and Planning (by Team)
March 14, 2023, 3:00 – 5:00pm - Crafting of the Objectives and KPIs
March 15, 2023, 3:00 – 5:00pm - Crafting of the Objectives and KPIs
March 16, 2023, 3:00 – 5:00pm - Finalization of the KRA, Percentage Weight/KRA , Objectives, and KPIs
March 17, 2023 - Submission of the final copy of the IPCRF to the Office of the Schools Division Superintendent for approval and dissemination.

4. For information and compliance.


JEAN G. VELOSO
Schools Division Superintendent



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