



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

August 29, 2023

**DIVISIONAL MEMORANDUM**

No. 259, s. 2023

**UPDATE ON THE PRESENTATION AND APPROVAL OF THE SCHOOL HEADS' OFFICE PERFORMANCE COMMITMENT AND REVIEW FORM (OPCRF) FOR THE SCHOOL YEAR 2022-2023**

To: OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors (CID and SGOD)  
Public Schools District Supervisors/Education Program Supervisors  
Public Elementary and Secondary School Heads  
Unit / Section Heads  
*All Others Concerned*

- Relative to Divisional Memorandum No. 250, s. 2023, this Office announces the postponement of the Presentation and Approval of the School Heads' Office Performance Commitment and Review Form (OPCRF) for the School Year 2022-2023 from August 30 to September 8, 2023. Venue will be announced later.
- As this activity aims to monitor and evaluate the evidence of performance among the schools as certified by the Public Schools District Supervisors, it is further expected that school heads are ready to present the best practices employed in their schools and its means of verification (MOVs) along with the implementation of the department's programs, projects and activities which eventually resulted to improved work performance.
- All involved personnel are reminded of the following schedule:

Date	Activities	Person/Committee Responsible
September 8 8:00 a.m. – 12:00 nn	School Heads from Districts 1 – 5	OIC-ASDS Chiefs Identified PSDS
September 8 1:00 p.m. – 5:00 p.m.	School Heads from Districts 6 – 10	Identified EPS Other PMT Members

- Further, this Office is consistently adhering to the Equal Opportunity Principle (EOP). Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.



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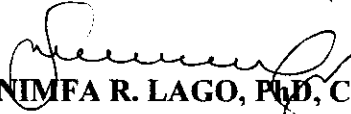





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5. Immediate and wide dissemination of this memorandum is desired.

  
**NIMFA R. LAGO, PhD, CESO VI**  
Asst. Schools Division Superintendent  
OIC, Schools Division Superintendent  


To be indicated in the Perpetual index  
under the following subjects:

SCHOOL HEADS

OPCRF

PERFORMANCE MANAGEMENT

DLL/DM – UPDATE ON THE PRESENTATION AND APPROVAL OF THE SCHOOL HEADS' OFFICE PERFORMANCE  
COMMITMENT AND REVIEW FORM (OPCRF) FOR THE SCHOOL YEAR 2022-2023  
\_\_\_/August 29, 2023



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