



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

August 23, 2023

DIVISION MEMORANDUM

No. 358, s. 2023

**SUBMISSION OF IPCRF FOR MASTER TEACHER, HEAD TEACHERS AND
DIVISION OFFICE PERSONNEL AND OPCRf FOR SCHOOL HEADS**

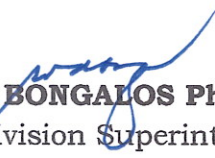
To: OIC Assistant Schools Division Superintendent
Division Office Personnel
Public Elementary and Secondary School Heads
Master Teachers
All Others Concerned

1. Pursuant to DepEd Order No. 2, s. 2015 on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education and other related issuances, this Office hereby announces the following schedule of submission of the Individual Performance Review Form (IPCRF) and Office Performance Review Form (OPCRF):

Personnel	Date	Evaluator
Division Office Personnel	August 30, 2023	Section/Division Head
Principal & Head Teacher	September 15, 2023	Ms. Maurine C. Castaño
Master Teacher	October 15, 2023	Dr. John Ariel A. Lagura

2. For Principals, Heads Teachers, and Master Teachers, please submit your respective OPCRf/IPCRF with Means of Verification (MOV) to the Records Section, while the Division Office Personnel, please submit your IPCRF directly to your immediate superior.

3. Immediate and wide dissemination of this Memorandum is desired.


WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

WDB/EQA/ADMIN/atm



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