



DepEd – DIVISION OF QUEZON

Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline # (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
www.depedquezon.com.ph
"Creating Possibilities, Inspiring Innovations"



Registration Number:
QAC/R63/0216

June 4, 2020

DIVISION MEMORANDUM

DM No. **146**, s. 2020

SUBMISSION OF SY 2019-2020 IPCRF/OPCRF

To: Assistant Schools Division Superintendent, SGOD Chief, CID Chief, Public Schools District Supervisors, Elementary and Secondary School Heads, All Others Concerned

1. Pursuant to the provision of the Department Order No. 2, s. 2015, the performance review and evaluation shall be done at the end of the performance cycle to assess the office and individual employee's performance level based on the commitments and measures as contained in the signed Office Performance Commitment and Review Form (OPCRF) and Individual Performance Commitment and review Form (IPCRF).
2. The Office announces the submission of the School Heads' OPCRf and summary of school personnel OPCRf/IPCRf for SY 2019-2020 consolidated by district.

Activities	Date
Submission of OPCRf to the ASDS Office for signature	June 26, 2020
Submission of OPCRf and IPCRF Summary by district	July 3, 2020

3. The School Heads shall use the OPCRf which was discussed and given during the last Division Performance Review while the teachers shall utilize the forms in the E-Copy of RPMS Manual Appendices. Please refer to the table below for the signatories.

RATEE	RATER	APPROVING AUTHORITY
Principal/ Head Teacher/TIC	Assistant Schools Division Superintendent 1st District OIC-ASDS GREGORIO A. CO JR. 2nd and 3rd District OIC-ASDS HERBERT D. PEREZ 4th District ASDS ELIAS ALICAYA JR.	Schools Division Superintendent CATHERINE P. TALAVERA, CESO V
Department Head/ Master Teacher	Principal	Assistant Schools Division Superintendent 1st District OIC-ASDS GREGORIO A. CO JR.

DEPEDQUEZON-TM-SDS-04-009-002

Email address: quezon@deped.gov.ph

Comments: Txt HELEN – 09178902327 (Smart/Sun/TalknTxt) 2327 (Globe and TM)





DepEd – DIVISION OF QUEZON

Sitio Foni, Brgy. Talipan, Pagbilao, Quezon
Trunkline # (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
www.depedquezon.com.ph
"Creating Possibilities, Inspiring Innovations"



Registration Number:
QAC/R63/0216

		2nd and 3rd District OIC-ASDS HERBERT D. PEREZ
		4th District ASDS ELIAS ALICAYA JR.
Teacher	Department Head/ Principal	Principal
Non-Teaching Staff	Principal	Administrative Officer V MARIA DOLORES C. ATIENZA

- Summary of IPCRF/OPCRF Rating and School Heads' OPCRf in three (3) copies (1 copy for ASDS office, 1 copy for HR section and 1 copy for School/District) shall be submitted to the Records Section. Please download the summary template at tinyurl.com/quezonisotemplate.
- Immediate dissemination and compliance to this Memorandum is desired.


CATHERINE P. TALAVERA, CESO V
Schools Division Superintendent

Activities	Date
Submission of OPCRf to the ASDS Office for signature	June 25, 2020
Submission of OPCRf and IPCRF Summary to District	July 3, 2020



DEPED - QUEZON
ICT UNIT
U P L O A D E D

Date/Time: JUNE 11, 2020
By: Cristell 6:45 P.M.
Ref. No.: DM 146, s. 2020

RATER	SATER	APPROVING AUTHORITY
Principal/Head Teacher/IG	Assistant Schools Division Superintendent	Schools Division Superintendent
	1st District OIC-ASDS GREGORIO A. GO JR.	CATHERINE P. TALAVERA, CESO V
	2nd and 3rd District OIC-ASDS HERBERT D. PEREZ	
	4th District ASDS ELIAS ALICAYA JR.	
Department Head/ Master Teacher	Principal	Assistant Schools Division Superintendent
	1st District OIC-ASDS GREGORIO A. GO JR.	

parmjdf06/04/2020
DEPEDQUEZON-TM-SDS-04-009-002

Email address: quezon@deped.gov.ph
Comments: Txt HELEN – 09178902327 (Smart/Sun/TalknTxt) 2327 (Globe and TM)

