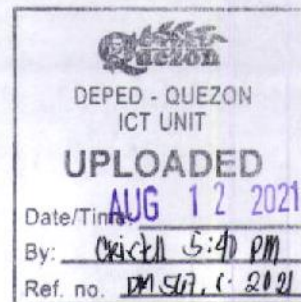




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



12 August 2021

**DIVISION MEMORANDUM**

DM No. 567, s. 2021

**CORRIGENDUM ON THE DIVISION MEMO 487, S. 2021 RE: CONDUCT OF YEAR END  
PERFORMANCE REVIEW AND SUBMISSION OF OFFICE AND INDIVIDUAL  
PERFORMANCE AND REVIEW FORMS (OPCRF/IPCRF)  
FOR SCHOOL-BASED PERSONNEL**

**To:** OIC – Assistant Schools Division Superintendents  
Division Chiefs  
Public Schools District Supervisors  
Division and School Performance Management Team  
Public School Heads  
All Others Concerned

1. In reference to Division Memorandum 487, s. 2021, this Office announces the following adjusted timeline in the submission of Performance Management related documents.

Activities	Original Deadline	Adjusted Deadline
Submission of scanned, consolidated and signed OPCRf (in PDF with file name: OPCRf20-21_District Name_School Name) via <a href="mailto:sdo.quezon.planning@deped.gov.ph">sdo.quezon.planning@deped.gov.ph</a> <small>*Note: Only the district shall submit the consolidated file using the email subject OPCRf 2020-2021_District Name. The total number of school shall match the total submitted OPCRf in PDF.</small>	August 13, 2021	August 20, 2021
Submission of OPCRf and IPCRF Summary by district (1 hardcopy – Records and Word and PDF file to <a href="mailto:sdo.quezon.personnel@deped.gov.ph">sdo.quezon.personnel@deped.gov.ph</a>	August 13, 2021	August 27, 2021

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Email Address: [quezon@deped.gov.ph](mailto:quezon@deped.gov.ph)  
Website: [www.depedquezon.com.ph](http://www.depedquezon.com.ph)







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2. Widest dissemination and strict compliance to this Memorandum is desired.

**ELIAS A. ALICAYA JR., EdD**  
Assistant Schools Division Superintendent  
Officer-in-charge  
Office of the Schools Division Superintendent

Parmjdf08/12/2021

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