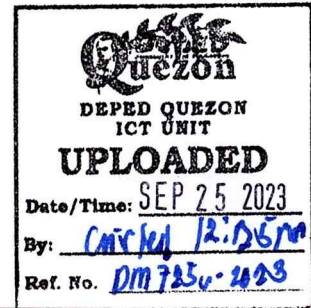




Republic of the Philippines  
**Department of Education**  
Region IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



21 September 2023

**DIVISION MEMORANDUM**

DM No. 725, s. 2023

**EXTENSION OF OPCRF/IPCRF SUBMISSION DEADLINE**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

1. In reference to DM 455, S. 2023, which pertains to the "CONDUCT OF YEAR-END PERFORMANCE MANAGEMENT REVIEW AND SUBMISSION OF OFFICE AND INDIVIDUAL PERFORMANCE AND REVIEW FORMS (OPCRF/IPCRF) FOR SCHOOL-BASED PERSONNEL," the deadline for submitting the OPCRF and IPCRF Summary, along with the scanned, consolidated, and signed OPCRF, will be extended until **October 6, 2023**.
2. Administrative officers/staff assigned in the Schools District to consolidate the report are advised to monitor the submission by answering and updating the monitoring tool through <https://tinyurl.com/opcrfmonitoringtool1>.
3. All other provisions outlined in the mentioned Memorandum shall remain in effect.
4. Immediate dissemination of and strict compliance with this Memorandum are desired.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent 

Parmjdf09/21/2023

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