



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



OFFICE MEMORANDUM  
OM No. 058, s. 2022

24 May 2022

**REITERATION ON THE SUBMISSION OF INDIVIDUAL PERFORMANCE COMMITMENT FORM (IPCRF) OF ALL DIVISION SECTION/UNIT HEADS**

**TO: Assistant Schools Division Superintendents,  
Curriculum Implementation Division Chief,  
School Governance and Operations Division Chief,  
All Section/Unit Heads,  
All Others Concerned**

In reference to the **Office Memorandum No. 116 s. 2021** entitled **Submission of Office and Individual Performance Commitment Form (OPCRF/IPCRF) and other Performance Management (PM) Related Documents** from C.Y. 2019- 2022, this Office reiterates the compliance of all Section/Unit Heads to submit their respective consolidated IPCRF to the Office of the ASDS for calibration, validation and signature on or before **May 27, 2022 (Friday)**.

The Office of the SDS shall then be furnished with the approved hardcopy of IPCRF of all **Section/Unit Heads only**, while the scanned copy shall be uploaded to this link <https://tinyurl.com/PMT-IPCRF>. (See OM No. 116 s. 2021 for the file format and other details)

For information and strict compliance of all concerned.

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

OSDSsvd05/24/2022

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