



Republic of the Philippines
Department of Education
 Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY
P2 Brgy. Hamorawon, Calbayog City, Western Samar

February 24, 2025

DIVISION MEMORANDUM
 NO. 129, s. 2025

**DIVISION MID-YEAR PERFORMANCE REVIEW AND EVALUATION OF SCHOOLS' OFFICE
 PERFORMANCE COMMITMENT AND REVIEW FORM (OPCRF)**

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 Education Program Supervisors
 SDO Unit Heads
 District Heads
 School Heads (Elementary and Secondary)
 All others concerned

1. This Office, through the Performance Management Team (PMT), shall conduct a Division Mid-Year Performance Review and Evaluation of Schools' Office Performance Commitment and Review Forms (OPCRs) on March 20-21, 2025, at the identified venue per District, utilizing the Division Innovation dubbed as Project DUROS (Division Unified RPMS and OPCRF for School Heads).
2. The objectives of this activity are as follows:
 - Present the contextualized RPMS tools and discuss some adjustments in making a unified OPCRF for school heads based on the Interim Guidelines on the Office Performance Planning and Assessment for FY 2024 onward;
 - Determine the progress in achieving the committed performance objectives and targets; and
 - Review and evaluate OPCRFs in terms of accomplishment of targets indicated in the AIP and Means of Verifications (MOVs) per Key Result Area (KRA).
3. The team of validators, participants, and venue are indicated in the matrix below:

Team 1 (Calbayog 1 District)	Team 2 (Calbayog 2 District)
Venue: Carayman Central Elementary School	Venue: Bagacay Integrated School
Chairman: Dr. Avelina P. Tupa	Chairman: Dr. Renato S. Cagomoc
Members:	Members:
Nora G. Capitillo	Alma R. Caber
Robert Anthony Ygrubay	Nelson R. Bello
Gennerson T. Nabual	Rosalia M. Rivera



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Website: <https://calbayogcity.deped.gov.ph>
Email Address: calbayogcity@deped.gov.ph

Team 3 (Calbayog 3 District)	Team 4 (Calbayog 4 District)
Venue: Calbayog City National High School	Venue: Calbayog East Central Elementary School
Chairman: Dr. Joy B. Saldana	Chairman: Mercedita S. Garcia
Members:	Members:
Anabelle O. Yangzon	Jose A. Abon
Sunshine Marjorie E. Ventures	Geraldine P. Sumbise
Carren Meyrl A. Cabadsan	Marita P. Senolos
Team 5 (Calbayog 5 District)	Team 6 (Calbayog 6 District)
Venue: San Policarpo National High School	Venue: Trinidad National High School
Chairman: Dr. Erwin L. Purcia	Chairman: Arnold Jaraba
Members:	Members:
Reynaldo T. Bernales	Teresa D. Villa
Noemi S. Castante	Ricky S. Cano
Galin V. Panela	Dr. Arlene C. Catalan
Team 7 (Oquendo 1 District)	Team 8 (Oquendo 2 District)
Venue: Oquendo National High School	Venue: Trinidad National High School
Chairman: Dr. Erwin L. Purcia	Chairman: Arnold Jaraba
Members:	Members:
Noemi S. Castante	Benedicto M. Merales
Sheryll Ann M. Lacaba	Ricky S. Cano
Galin V. Panela	Dr. Arlene C. Catalan
Team 9 (Oquendo 3 District)	Team 10 (Tinambacan 1 District)
Venue: Mawacat Integrated School	Venue: Rafael Lentejas Memorial School of Fisheries
Chairman: Dr. Lourdes L. Matan	Chairman: Noel S. Sagayap
Members:	Members:
Ma. Gina U. Moreno	Ma. Teresa S. Simon
Ma. Marlie M. Mendoza	Maria Angela B. Antonio
Asther E. Bachar	Grace S. Pagunsan
Team 11 (Tinambacan 2 District)	Team 12 (Tinambacan 3 District)
Venue: San Joaquin National High School	Venue: Cagmanipis Sur Elementary School
Chairman: Dr. Joshua Sherwin T. Lim	Chairman: Jun-Nilou D. Dulfo, PhD
Members:	Members:
Elbert G. Ongcal	Ester A. Siozon
Suzette P. Candaza	Engr. Jordan B. De Veyra
Atty. Rhea Aguado	Oscar D. Billate, Jr


4. Each School Head should be given 30 minutes to present his/her Office Performance Commitment and Review Form (OPCRF) in a PowerPoint Presentation and the other 30 minutes shall be given to the Performance Management Team (PMT) to review the ratings, evaluate and check MOVs, and provide feedback.



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5. The presentation of the accomplished OPCRFS with self-rating shall be in the form of PowerPoint slide decks containing the following entries:
 - KRA with percentage allocations
 - Objectives (with weight per objective)
 - Key Performance Indicators (KPIs)
 - Actual Output/Results
 - Rating in terms of Quality, Efficiency, and Timeliness (QET)
 - Average Rating for the QET
 - Score
 - Total Score/Points
6. The self-rating of each OPCR shall change depending on the MOVs submitted by the concerned schools/offices upon evaluation and validation by the PMT. Hence, it is reiterated that each rating indicated shall have a complete set of documents to justify and support the given rating.
7. To access the various materials of the Division Unified RPMS and OPCR for School Heads, please download using this link <https://bit.ly/ProjectDUROSCalbayog>.
8. Travel and other expenses related to the said activity shall be charged to the **School MOOE/Local Fund**, subject to the usual accounting and auditing rules and regulations.
9. Immediate dissemination of this Memorandum is desired.



for:

MARGARITO A. CADAYONA, JR. PhD, CESO VI
 Assistant Schools Division Superintendent
 Officer-in-Charge
 Office of the Schools Division Superintendent
 SO A 011 S - 2025

Enclosures: None
 References: DepEd Order No. 2, s. 2015, Memorandum DM-PHROD-2021 -0010
 Interim Guidelines on the Office Performance Planning and Assessment for FY 2024 onward

To be indicated in the Perpetual Index under the following subjects:

EVALUATION OPCR PERFORMANCE REVIEW SCHOOLS



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