



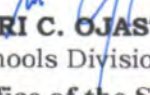
Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division OF NEGROS ORIENTAL

Office of the Schools Division Superintendent

INTER-OFFICE MEMORANDUM

SGOD-2024 0015

TO: All Division Personnel

FROM: 
NERI C. OJASTRO EdD, CESO V
Schools Division Superintendent
Office of the Schools Division Superintendent

SUBJECT: **CHANGE OF SCHEDULE ON THE SUBMISSION AND VALIDATION OF
INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM (IPCRF)
AND OFFICE PERFORMANCE COMMITMENT AND REVIEW FORM (OPCRF)
OF THE DIVISION PERSONNEL**

DATE: February 19, 2024

Please be informed that the conduct of the validation of Individual Performance Commitment and Review Form (IPCRF) and Office Performance Commitment and Review Form (OPCRF) to all Division Personnel will be changed from January 31, 2024 to March 5-8, 2024.

Each personnel in the Division Office are hereby directed to present their IPCRF in 3-5 minutes for their Means of Verification (MOV's) in their accomplishment per Key Result Areas (KRA) regardless in the years or months you are hired. Section heads are also requested to present their OPCRf and take note, NO PROXY ALLOWED.

To validate the division personnel, the following will do the honor in perusing the documents:

- A. Dr. Rommel Victor Villahermosa- ASDS
- B. Dr. Ernesto Alas-as- ASDS
- C. Dr. Rachel B. Picardal- SGOD Chief

FEB 2024



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
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D. Mrs. Lani B. Yurong- Administrative Officer V
E. Ms. Iryll Mae S. Macahig- Senior Education Program Specialist
F. Dr. Carmelita A. Alcala- Education Program Supervisor
G. Dr. Karl T. Credo- Planning Officer III

Please submit hard copy of your respective IPCRF to the Planning Unit C/O Mr. Severo Caro on or before February 23, 2024. All other provisions from the previous memorandum remain in effect.

Please see attached program and the flow of the activity.

For coordination and compliance.

NCO/EQA-RVV/SGOD/RAH/ktc
February 19, 2024



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Attachment

PROGRAM

Date	Time	Activity	Persons Involved
March 5, 2024	8:00-9:30 A.M	Opening Program and Plenary	Dr. Romel Victor Villahermosa Dr. Ernesto Alas-as Dr. Karl T. Credo
	10:00-12:00	Presentation and Validation	ITO/OSDS/OASDS/Legal Section Personnel Section
	1:00-4:00 P.M	Presentation and Validation	SGOD/PFSED Finance (Accounting and Budget), Supply Section
March 6, 2024	8:00-4:00	Presentation and Validation	School Health and Admin. Section
March 7, 2024	8:00-4:00	Presentation and Validation	CID, Cash and Payroll Section, & Records



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