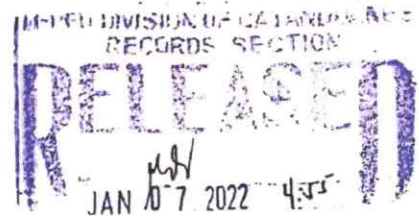




Republic of the Philippines
Department of Education
Region V - Bicol
SCHOOLS DIVISION OFFICE OF CATANDUANES



January 7, 2022

Division Memorandum
OSDS-DM No. MS s. 2022

**SDO PREPARATION AND SUBMISSION OF CY 2021 OPCRf DOCUMENTS AS
MOV'S**

To: Asst. Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Administrative Officer V (Admin and Budget)
Education Program Supervisors
Public Schools District Supervisors
Section Chiefs/Unit Heads
All others concerned

1. In compliance to Unnumbered Regional Memorandum dated December 16, 2021 re: Submission and Presentation of CY 2021 Office Performance Commitment and Review Form (OPCRf), the Regional Performance Management Team (RPMT) and Regional Performance Validation Team (RPVT) will conduct an onsite verification in SDO Catanduanes on January 24-25, 2022.

2. As agreed during the meeting with the Core Team (ASDS, Chief Education Supervisors of CID and SGOD and Administrative Officer V), the reports and documents for the Means of Verifications (MOV's) shall be prepared by the following:

KRA I - Strategic Management and Operation

- Objective I - SDS/ASDS
- Objective II - Incharge of WFP per Functional Division
- Objective III - a. OSDS, CID and SGOD
b. OSDS (Finance)

KRA 2 - Curriculum and Instruction Management

- Objective I-III - CID

KRA 3 - Partnership Building

- Objective I-III - SGOD

KRA 4 - People Management

- Objective I - OSDS (Personnel)
- Objective II - OSDS (Ondra)/SGOD
- Objective III - SGOD



San Roque, Virac, Catanduanes
052 - 8114063
catanduanes@deped.gov.ph
www.depedrowcatanduanes.com



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KRA 5 – Resource Management

- Objective I - OSDS, CID and SGOD
- Objective II - OSDS (Legal)
SGOD (Physical Facility)
- Objective III - OSDS (Supply)

Plus Factor

- Objective I - QMS Team
- Objective II - OSDS (J. Metica)

3. Chief Education Supervisors, Education Program Supervisors, PSDSs, Section Chiefs, SEPS and all SDO Personnel should be ready with their respective OPCRf/IPCRf with corresponding MOV's for possible validation of the Regional Team.
4. Accommodation and other incidental /operating expenses shall be charged against SDO/Local Funds subject to the usual accounting and auditing rules and regulation.
5. Enclosed is Unnumbered Regional Memorandum dated December 16, 2021.
6. For information, guidance and compliance.

SUSAN S. COLLANO
Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



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052 - 8114063
catanduanes@deped.gov.ph
www.depedcatanduanes.com



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Department of Education
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DEPARTMENT OF EDUCATION
 RECORDS SECTION, REGIONAL OFFICE NO.

009505
 Date: 1/5/22

RECEIVED
 DepEd-Division Office of Catanduanes
 Office of the SDS

JAN 05 2022
 PM
 M.A.C.

Office of the Regional Director

MEMORANDUM

TO : Assistant Regional Director
 Schools Division Superintendents
 Chiefs of the Functional and Support Divisions, this Office
 All Others Concerned

FROM : *[Signature]*
GILBERT T. SADSAD
 Regional Director

SUBJECT : SUBMISSION AND PRESENTATION OF CY 2021 OFFICE
 PERFORMANCE COMMITMENT AND REVIEW FORM (OPCRF)

DATE : December 16, 2021

- In accordance with DepEd No. 2, s. 2015, dated February 6, 2015, on the Guidelines on Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education, where all DepEd officials and employees are mandated to accomplish and submit the Office Performance Commitment and Review Form (OPCRF), the DepEd RO V through the Regional Performance Management Team (RPMT) and Regional Performance Validation Team (RPVT) will conduct an on-site verification and rating of CY 2021 OPCRFS of the Schools Division Superintendents (SDSs) from January 23-29, 2022, following the schedule found in Enclosure No. 1 with the assigned RPMT and RPVT members.
- Schools Division Superintendents are hereby required to submit and present the reports and documents for the Means of Verifications (MOVs) listed under Enclosure No. 2. Hard copy of the MOVs shall be placed in one room and be properly labelled per KRA for evaluation during scheduled date of the assigned RPMT and RPVT. If there are missing or additional MOVs required, the RPMT and RPVT assigned may proceed to the concerned office and verify the document.
- Findings of the RPVT and RPMT shall be presented by the chair of the team for the final evaluation of the ratings by the OIC-ARD which shall be subsequently approved by the Regional Director.
- Coordination meeting of the RPMT and RPVT shall be conducted on January 14, 2022, 9:00 AM at the Director's Conference Room, to facilitate the smooth conduct of the said activity, and tackle matters relative to the validation and rating of the CY 2021 OPCRFS and shall run through guidelines on office assessment and other matters.
- Travel and other incidental expenses to be incurred by the members of the RPMT and RPVT members shall be charged to the Regional Office Funds (Continuing and Current) subject to the existing budgeting, accounting, and auditing rules and regulations.
- Immediate dissemination of and compliance with this Memorandum are desired.

pprd/rtb/msc



Regional Center Site, Rawis, Legazpi City 4500

0917 178 1288
 region5@deped.gov.ph



D960-RM-10

2022



Republic of the Philippines
Department of Education
 REGION V - BICOL

Enclosure No. I
 Schools Division Offices (SDOs) assigned RPMT and RPVT and Schedule

SDOs and FSDs	Assigned Team	Date and Time
1. Catanduanes 2. Tabaco City 3. Albay 4. Legazpi City	Group 1	January 24-25, 2022 January 26, 2022 January 27, 2022 January 28, 2022
1. Camarines Norte 2. Naga City 3. Camarines Sur 4. Iriga City 5. Ligao City	Group 2	January 24, 2022 January 25, 2022 January 26, 2022 January 27, 2022 January 28, 2022
1. Masbate 2. Masbate City 3. Sorsogon 4. Sorsogon City	Group 3	January 24, 2022 January 25, 2022 January 27, 2022 January 28, 2022

Position/ Designation	Group 1	Group 2	Group 3
Chair/Leader:	Evangeline A. Saculo	Roy T. Bañas	Sancha M. Nacion
Members and assigned KRA			
Curriculum Management	Francisco B. Bulalacao, Jr. Loyd H. Botor	Grace U. Rabelas Shiela C. Bulawan	Joan L. Lagata Ricardo M. Tejereras
Strategic Leadership and Management (Resource Management)	Hallen R. Monreal Sonia A. Bandola Joy B. Margallo	Teresa C. Arcayera Mercy S. Castillo Ilya O. Vargas	Andrew P. Raguero Rose Ann B. Tubig
Quality Assurance	Jocelyn O. Dy Priscilla J. Ombao	Michelle P. Pequeña Rosemarie D. Raposon	Roy G. Rapsing Manuel F. Babasa
People Development	Johanna Marie M. Llegado Jeremy A. Atad	Mary Ann T. Bañas Paraluman M. Torregoza	Casiano B. Perdigonos Jr. Catalina P. Garcia
Partnership Building	Israel F. Parra Marites O. Rabulan	Maria Cristina G. Baroso Daisy D. Moratalla	Ronald C. Asis Deo R. Moreno
Plus Factor Representative	Evangeline A. Saculo Aurora Chavez-De Guzman	Shannon D. Abogado Norma B. Samantela	Joy C. Chavez Ma. Corazon A. Aler
Documenter	Thelma N. Navera	Jocelyn C. Villanueva	Melanie D. Encarnacion



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0917 178 1288

region5@deped.gov.ph

