



Republic of the Philippines
Department of Education
REGION X

DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



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May 14, 2021

MEMORANDUM

TO: Assistant Schools Division Superintendent
Chief Education Program Supervisors – CID and SGOD
Performance Management Team
Public Schools District Supervisors
Public Elementary and Secondary School Heads
This Division

**CALIBRATION AND HARMONIZATION OF THE OPCRf AND IPCRF
DUE TO COVID-19 PANDEMIC**

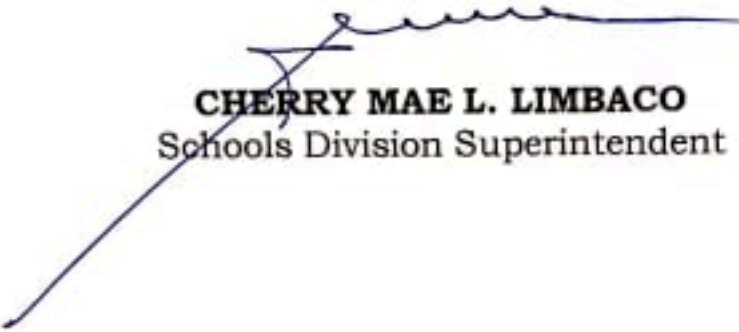
1. In view of Regional Memo No. 198 s.2021 on the calibration of the OPCRf and IPCRF of the Regional Office and Schools Division Offices for Calendar Year 2021 due to COVID-19 pandemic, all school heads and concerned division personnel are hereby directed to conduct a revisit, harmonization and calibration of the teacher's, school's and division's performance commitment review forms (PCRf).
2. The said activity shall be conducted in the following schedule and venues listed below. Health protocols shall be strictly observed during the process. Only the school head shall attend. Participants shall provide their own snacks and other provisions.

Date and Time	Venue	Participants
May 19, 2021 8:00 AM	Dansolihon National High School	Southwest II
May 19, 2021 1:00 PM	Lumbia National High School	Southwest I
May 20, 2021 8:00 AM	Lapasan National High School	East I, East II
May 20, 2021 1:00 PM	Camaman-an National High School	South, Central, North I, North II
May 21, 2021 8:00 AM	Canitoan National High School	West I, West II



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
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3. The review and harmonization of the teacher's and school's PCRF shall be facilitated by the Public Schools District Supervisors. Focal division personnel shall facilitate the review and harmonization of the school and division PCRF.
4. Changes/adjustments shall be documented based on Annex B-1 of the DM-PHROD-2021-0300 attached herein.
5. Immediate dissemination and compliance are enjoined.


CHERRY MAE L. LIMBACO
Schools Division Superintendent



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Office of the Regional Director

April 30, 2021

REGIONAL MEMORANDUM

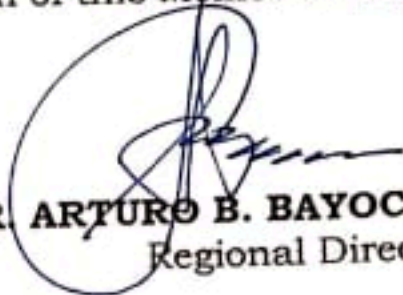

No. 198, s. 2021

**CALIBRATION OF THE OFFICE PERFORMANCE COMMITMENT REVIEW
FORM (OPCRF) AND INDIVIDUAL PERFORMANCE COMMITMENT
REVIEW FORM (IPCRF) OF THE REGIONAL OFFICE
AND SCHOOLS DIVISION OFFICES FOR CALENDAR YEAR
2021 DUE TO COVID-19 PANDEMIC**

To: Schools Division Superintendents
Assistant Schools Division Superintendents
All Other Concerned

1. In response to the COVID-19 pandemic, the Department of Education underwent adjustment, replanning, and restrategizing to ensure that the agency's programs, systems, and processes remain relevant to address the needs of internal and external stakeholders and to guarantee unhampered delivery of basic education services through the adoption of the Basic Education learning Continuity plan (BE-LCP).
2. Hence, all offices and personnel in the Regional Office (RO) and Schools Division Offices (SDOs) are requested to document and calibrate their respective Office Performance Commitment Review Forms (OPCRFs) and Individual Performance Commitment Review Forms (IPCRFs) for 2021, provided that the adjustments to be made shall fall under the following justifiable/valid reasons and factors that are considered beyond the control of the office and individual personnel:
 - a. Changes/adjustments on the strategic directions and/or reprioritization of programs, activities, projects and anchored on the support to the implementation of the Basic Education Learning Continuity Plan (BE-LCP) as approved by the Head of Office;
 - b. Changes/adjustments in the systems, processes, and strategies involved in the delivery and/or performance of planned/committed targets due to the pandemic; and
 - c. Changes/adjustments in necessary administrative, procurement, financial and other processes and procedures that are outside the control of the office.

3. To facilitate the performance calibration process, attached is MEMORANDUM DM-PHROD-2021-0300 for reference.
4. The basic mandate of the program is the inclusion of Equal Opportunity Policy (EOP) in the implementation of performance management system as one of the pillars of the PRIME-HRM.
5. Immediate and wide dissemination of this Memorandum is desired.


DR. ARTURO B. BAYOCOT, CESO III
Regional Director 

ATCH: As stated

HRDD/gina