



Republic of the Philippines  
**Department of Education**  
REGION VIII  
SCHOOLS DIVISION OF NORTHERN SAMAR

May 17, 2021

**OFFICE MEMORANDUM**

No. 014 , s. 2021

**SUBMISSION OF OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR) AND  
INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW (IPCR) TARGETS  
OF ALL SDO PERSONNEL**

To: CID and SGOD Chiefs  
Unit/Section Heads  
All Others Concerned

1. This Office, through the Division Performance Management Team (Division PMT), announces the submission of the Office Performance Commitment and Review Forms (OPCRFs) and Individual Performance Commitment and Review Forms (IPCRFs) Targets of all SDO Personnel on May 28, 2021.
2. Each Operating Unit (OSDS, CID, and SGOD) shall submit all OPCR and IPCR Targets in bunch to the Personnel Unit to easily track complete submission of all SDO Personnel.
3. On time submission of the abovementioned documents is part on the criteria of timeliness, hence, it is considered in the evaluation of ratings.
4. Immediate dissemination of and strict compliance with this Memorandum are hereby directed.

*[Signature]*  
**GORGONIO G. DIAZ JR., PhD, CESO V**  
Schools Division Superintendent *[Signature]*

ADV -  
bjal -  
ICT -  
HR -  
Supply -  
Records -  
Accountant -  
Director -



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