



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
 SCHOOLS DIVISION OFFICE OF ABRA

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July 2, 2022

DIVISION MEMORANDUM
 No. 199, 2022

OFFICE PERFORMANCE COMMITMENT REVIEW FORM (OPCRF) OF SCHOOL HEADS FOR SY 2021- 2022

To: Asst. Schools Division Superintendent
 CES CID & SGOD
 All Elementary and Secondary School Heads
 Planning and Research Section
 Planning & Management Team
 Other Persons Concerned

1. In keeping with the commitment of SDO Abra to support the school heads in their crucial roles in the schools to promote the implementation of the Philippine Professional Standards for School Heads as stated in DO 24, s. 2020 and consistent with DO 02, s. 2015 otherwise known as "Guidelines on the establishment and Implementation of the Results- Based Performance Management System (RPMS)", this office release the Contextualized OPCRF for School Heads for sY 2021- 2022.
2. This OPCRF has undergone stringent evaluations and validation from the series of engagements with the Program Management Teams, SDO Officials and was presented to the school heads themselves.
3. Below are the guidelines in the packaging, and timeline on the submission and checking of the OPCR:

a. Packaging should be per KRA and documents should be placed in an expandable folder with fastener. Color Coding: KRA 1- BLUE, KRA 2- RED, KRA 3- GREEN, KRA 4- YELLOW, KRA 5- ORANGE

b. OPCR should be printed in an A4 bond paper, landscape

c. Timeline

Date	Activities	Office/Persons Responsible
July 29, 2022	Submission of OPCR with MOVs	Records to Planning and Research Sections
August 1 & 2, 2022	Review and Arrangement of OPCR	PMT, Planning & Research
August 3 Onwards, 2022	Checking of Documents	PMT
August 3, 2022	LALABALICMA	



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August 4, 2022	PEPILAQUIN	
August 5, 2022	LUBA- TUBO	
August 8, 2022	BUDABOSA	
August 9, 2022	SANTI	
August 10, 2022	BUMA	
August 11, 2022	LADALAGA	
August 12, 2022	PISANVIL	
August 15, 2022	BANGUED	
August 16, 2022	DOTA	
August 17, 2022	Consolidation of Reports	PMT Secretariat, Planning & Research
August 18, 2022	Submission of Reports to the PMT	Planning and Research
August 19, 2022	Approval of OPCR	ASDS/ SDS

Note: Schedules may be subjected to change due to other emergency schedules that may arise.

4. School Heads should present their OPCR and MOVs to the PMT on the given schedule. Copy of the OPCR is in the enclosure and can be accessed in this link; <https://bit.ly/OPCR2021-2022>
5. If there will be queries on this matter, you may contact the planning and research section @ cp number 09771044932 / 09666408535
6. Travel, meals and other expenses of school heads relative to the conduct of the activity shall be charged to the school MOOE while meals of the PMT shall be charged to the Division MOOE subject to the usual accounting and COA rules and regulations.
7. Immediate dissemination of this memorandum is earnestly desired.


BENILDA M. DAYTACA EdD, CESO V
Schools Division Superintendent

Reference: DO 24, s. 2020; DO 02, s. 2015
RPA-SGOD-PAR



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