



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

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Office of the Schools Division Superintendent

March 11, 2024

DIVISION MEMORANDUM
 No. 117 s.2024

CONSULTATION AND PRESENTATION OF THE ADJUSTED OFFICE PERFORMANCE COMMITMENT AND REVIEW FORM (OPCRF) OF SCHOOL HEADS FOR SCHOOL YEAR (SY) 2023-2024

To: Chief Education Supervisors
 Public Schools District Supervisors
 Heads of Public Elementary and Secondary Schools
 Other concerned Schools Division Office Personnel

1. This Office announces the conduct of Consultation and Presentation of the Adjusted OPCRF of School Heads for SY 2023-2024 on March 14, 2024, 8:00 am – 5:00 pm at Mt. Carmel Agri-tourism Training Center, Galicia, Pidigan, Abra.

2. The objectives of the activity are to:

- a. Present the adjusted OPCRF of school heads for school year 2023-2024;
- b. Gather feedbacks on the presented OPCRF;
- c. Agree on the finalization of the OPCRF.

3. The participants to the activity are the following:

- a. ALL Elementary and Secondary School Heads
- b. CID and SGOD Chief Education Supervisors
- c. Education Program Specialists (Senior and EPS II)
- d. Accountant III
- e. Administrative Officer V for Administrative Services
- f. Administrative Officer IV – Supply Officer
- g. PDO II – DRRM

4. The following personnel shall be in charge in presenting each Key Result Area and the corresponding means of verification:

<i>Key Result Area</i>	<i>In charge</i>
KRA 1 - School Leadership Management and Operations	<ul style="list-style-type: none"> ▪ Ronilo P. Garcia ▪ Rhoda P. Asencio ▪ Meldie M. Damian ▪ Lorna B. Llaneza ▪ Florencio B. Rifareal Jr.
KRA 2 – Instructional Leadership	<ul style="list-style-type: none"> ▪ Hedwig M. Belmes



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KRA 3 – Human Resource Development and Management	<ul style="list-style-type: none">▪ Eden T. Adriatico▪ Jestoni B. Balneg
KRA 4 – Resource Management	<ul style="list-style-type: none">▪ Celia S. Bolante▪ Merly B. Bargas
KRA 5 – Partnership and Linkages	<ul style="list-style-type: none">▪ Bless Maricar B. Ramos
Special Assignment – Gender and Development (GAD)/ GAD Focal Point System (GFPS)	<ul style="list-style-type: none">▪ Eden T. Adriatico

4. The participants shall bring their own writing materials.
5. In observance of the Women's Month, the participants are requested to be in purple/violet attire.
6. Meals and snacks shall be provided to the participants. However, the participants shall bring their own tumbler or any re-usable drinking ware. This is in support to the "Makakalikasan" core values of the Department, "green procurement" and in conformity to DepEd Order No. 13, series 2017- Policy and Guidelines on Healthy Food and Beverage Choices in Schools and in DepEd Offices. Serving of very oily, salty and sweet food and carbonated drinks is highly discouraged.
7. Travel and other expenses of the participants relative to the conduct of this activity shall be charged to local fund subject to the usual accounting and auditing rules and regulations.
8. For immediate dissemination and compliance.


AMADOR D. GARCIA SR., EdD, CESO VI
Schools Division Superintendent





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