



Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Arch. Gabriel M. Reyes St., Kalibo, Aklan



January 4, 2019

DIVISION MEMORANDUM

No. 5, s. 2019

**SUBMISSION OF 2018 OFFICE/INDIVIDUAL PERFORMANCE COMMITMENT AND
REVIEW FORM (O/IPCRF) OF DIVISION OFFICE-BASED PERSONNEL**

To: OIC-Office of the Asst. Schools Division Superintendent
Chief Education Supervisors
Section/Unit Heads
All Other Division Office-Based Personnel

1. This is to remind all division office-based personnel on the submission of their **2018 Office/Individual Performance Commitment and Review Form (O/IPCRF) and all attachments**, on or before January 31, 2019, duly signed by the Rater and the Ratee for signature by the Approving Authority per DepEd Order No. 2, s. 2015, "Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education, to wit:
 - a. 2018 O/IPCRF
 - b. Part II. Competencies
 - c. Part III. Summary of Ratings for Discussion
 - d. Part IV. Development Plans
2. Unit/Section Heads concerned are advised to ensure compliance.
3. Immediate and widest dissemination of this memorandum is desired.


Dr. SALVADOR O. OCHAVO, JR., CESO VI
Schools Division Superintendent 

Enclosure: None

Reference: DepEd Order No. 2, s. 2015

To be indicated in the Perpetual Index

Under the following subjects:

POLICY RATING

"May katawhayan ag kalipayan sa among mga escuelahan."