



Republic of the Philippines  
**Department of Education**  
REGION IV- A CALABARZON  
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

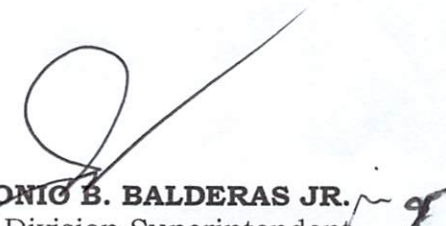
19 September 2024

DIVISION MEMORANDUM  
No. 637 s. 2024

**REVIEW AND EVALUATION OF OFFICE PERFORMANCE COMMITMENT AND  
REVIEW FORM (OPCRF) OF PUBLIC ELEMENTARY AND SECONDARY SCHOOL  
HEADS FOR SY 2023-2024**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Heads, Public Elementary and Secondary Schools  
Heads, Unit/Section  
All Others Concerned

1. With reference to **DepEd Order No. 2, s. 2015**, titled **Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education** and **DepEd Memorandum-OSEC-2024-1**, titled **Guidance on the Implementation of DeEd Results-Based Performance Management System (RPMS) Relative to Executive Order No. 61 (s. 2024)**, this Office informs all concerned School-Based Performance Management Teams (PMTs) about the RPMS activities for the review and evaluation of the Office Performance Commitment and Review Form (OPCRF) of School Heads for SY 2023-2024, on **September 24 and 27, 2024** at the ASDS Conference Room.
2. School Heads are expected to be ready with the following: 1 hard copy of OPCRf; 1 hard copy of Review and Evaluation Form; 1 hard copy of List of Means of Verifications; and the Means of Verification (MOVs). MOVs may be either hard copy or in google drive. If hard, tagged per KRA per objective; if in drive, documents must be scanned copy to ensure they are duly signed, and folders in drive must be named by KRA by Objective.
3. Review and Evaluation Form and List of MOVs may be downloaded from <https://tinyurl.com/Rev-Eval-MOVs-Form>.
4. Attached is Enclosure 1: Schedule of Review and Evaluation.
5. Immediate dissemination and strict compliance of this Memorandum is desired.

  
**CELEDONIO B. BALDERAS JR.**  
Schools Division Superintendent

Encl.: As stated

References: DO No. 2, s. 2015 and DM-OSEC-2024-1

To be indicated in the Perpetual Index

Under the following subject:

**RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM**

SGOD –review and evaluation of office performance commitment and review form (opcrf) of public elementary and secondary school heads for sy 2023-2024  
SGOIJPIF-001629/ September 19, 2024



**Enclosure 1**

CLUSTERS OF PERFORMANCE MANAGEMENT TEAM MEMBERS AND THE  
SCHOOLS FOR REVIEW AND EVALUATION OF OFFICE COMMITMENT REVIEW  
FORM (OPCRF) OF SCHOOL HEADS FOR SY 2023-2024

<b>CLUSTER A</b>	<b>CLUSTER B</b>
Lead: Dr. Imelda C. Raymundo	Lead: Dr. Edwin R. Rodriguez
Members:	Members:
Conrado C. Gabarda	Dr. Gener C. Delos Reyes
Grasiela L. Hernandez	Agnes M. Luzadas
Louie L. Fulleo	Dr. Maria Corazon A. Borbon
Marife R. Lagar	Dr. Luzviminda E. Saludaes

<b>September 24, 2024</b> <b>8:00-9:00 a.m.</b>	
<b>CLUSTER A</b>	<b>CLUSTER B</b>
Natalia A. Andaya	Dr. Joy B. Go
Jeffrey G. Dimailig	Corazon M. Oabel
Ronan R. Ranillo	Cherry G. Hugo
Michael M. Safred	

<b>September 27, 2024</b> <b>8:00-9:00 a.m.</b>	
<b>CLUSTER A</b>	<b>CLUSTER B</b>
Larvin O. Labrada	Adrian N. Naynes
Girlie A. Abaricia	Luz A. Pacaigue
Elpidia C. Palayan	Dennis O. Labita
Alona C. Crisanto	

<b>September 27, 2024</b> <b>9:00-10:00 a.m.</b>	
<b>CLUSTER A</b>	<b>CLUSTER B</b>
Akeem Aron P. Valdeavilla	Teresa E. Andaya
Julieta M. Labita	Lea A. Cosico
Ingrid A. Palad	Lorynel C. De Sagun
	Arlene D. Pagana

<b>September 27, 2024</b> <b>10:00-11:00 a.m.</b>	
<b>CLUSTER A</b>	<b>CLUSTER B</b>
Baby Lyn T. Olandes	Alita C. Rodriguez
Roderick O. Hugo	Adrian D. Maaño
Waldymar E. Pasacsac	Honesto P. Caagbay, Jr.
	Rowena O. Sabiduria

**September 27, 2024**  
**11:00-12:00 noon**

<b>CLUSTER A</b>	<b>CLUSTER B</b>
Aldwin V. Capistrano	Wenefredo B. Baylongo
Dr. Gener De Los Reyes	Evelyn R. Palambiano
Mary Grace M. Cabili	Democrito C. Cabile, Jr.