



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF TACLOBAN CITY

December 9, 2022

DIVISION MEMORANDUM

No. 632 s. 2022

**UTILIZATION OF THE INDIVIDUAL PERFORMANCE COMMITMENT
AND REVIEW FORM (IPCRF) OF HEAD TEACHERS I-VI
AND ASSISTANT PRINCIPAL**

**To: ALL DISTRICT SUPERVISORS
ALL PUBLIC SCHOOL HEADS
ALL OTHERS CONCERNED**

1. In adherence with Memorandum DM-PHROD-2021-0010. "The Guidelines on the Implementation of the Result-based Performance Management System," please be informed that Head Teachers (HT) in the Elementary Schools shall prepare the OPCRf (as the school head) rather than the IPCRF, but if it is in the Junior High School, the HT is required to prepare the IPCRF and accomplish a portfolio just as the teachers prepare and accomplish; this office hereby issues the enclosed Individual Performance Commitment and Review Form (IPCRF) of Head Teachers and Assistant Principal II in the Junior High School Level for this school year.
2. The IPCRF of Head Teachers and Assistant Principal II is mapped to the approved OPCRf of the school heads aligned to the Philippine Professional Standards for School Heads (PPSSH) and contextualized based on the implementation of the Basic Education Learning Continuity Plan.
3. **Please refer to Division Memorandum 513, s. 2022, for the process of submission.**
4. Immediate and widest dissemination of this memorandum is desired.



RELEASED

Date: 12-12-22

Time: 4:15

Signature: _____

MARIZA S. MAGAN EdD, CESO V
Schools Division Superintendent



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