



Republic of the Philippines
Department of Education
Region VIII

SCHOOLS DIVISION OF TACLOBAN CITY

December 04, 2023

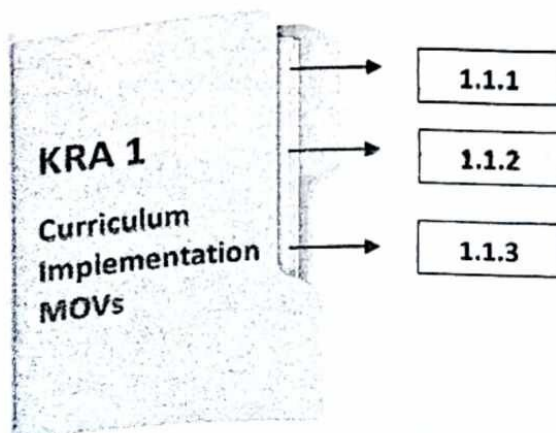
DIVISION MEMORANDUM
No. 712 s. 2023

**PREPARATION AND SUBMISSION OF MOVs FOR COMPENDIUM
VERSION 3 OPCRf CALENDAR YEAR 2023**

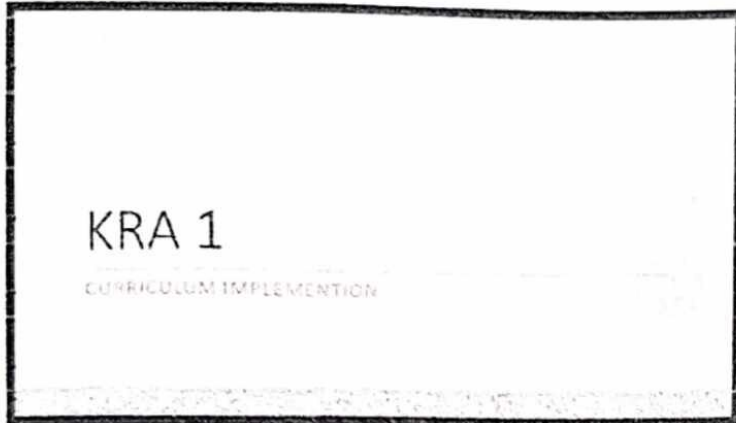
**To: OFFICE OF THE CID
OFFICE OF THE SGOD
OFFICE OF THE OSDS
All others concerned**

1. In keeping with the commitment of the Schools Division of Tacloban City to support the office performance for calendar year 2023 in compliance with the Compendium Version 3 Key Result Areas (KRAs), This office, through the School Governance and Operations Division (SGOD), informs the three (3) functional divisions to prepare and submit the MOVs for the **CY 2023 OPCRf of the Division on or before January 10, 2024 to the SGOD Office.**
2. The said MOVs shall be placed inside a long size folder, using the prescribed code as indicated in the OPCRf as cover or tabbing for each objective's MOVs, together with the PowerPoint presentation of the entire MOVs of the KRA arranged in sequence of the code assigned to each objective, as seen in the sample below.

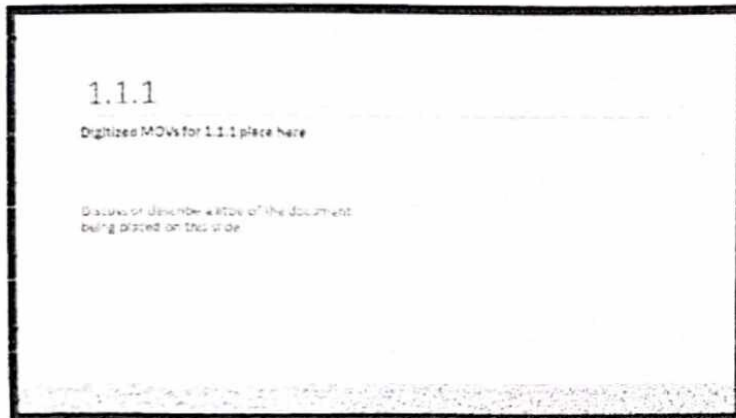
SAMPLE PRINTED SETUP



SAMPLE POWERPOINT SETUP

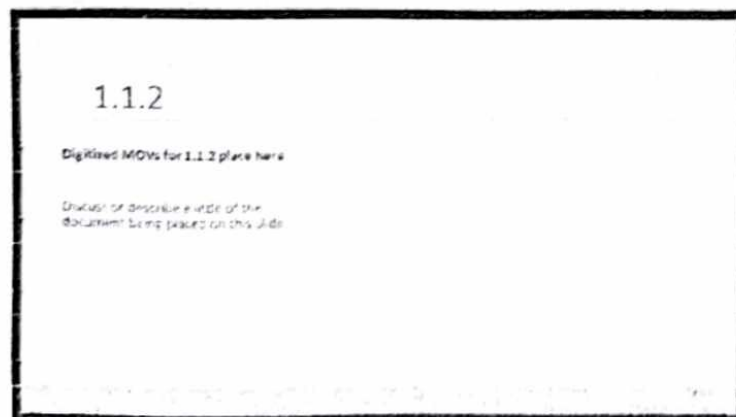


COVER



SLIDE 2

Discuss or describe a little of the document being placed on this slide.



SLIDE 3

Discuss or describe a little of the document being placed on this slide.

3. All unit heads are obliged to download the said OPCRf template to prepare the indicated or committed MOVs or documents per objective. **Access the link below to download the OPCRf Commitment Template for CY 2023.**

<https://tinyurl.com/CY2023-OPCRF>

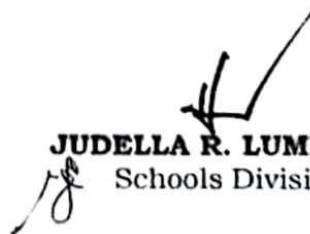
4. The following MOVs shall be taken from the following offices:

Key Result Areas (KRA)	Concerned Office/Focal
KRA 1. Curriculum Implementation	Office of the CID (with counterparts on KRA 4)
KRA 2. Support to school governance and operations	Office of the SGOD (all units) (with counterparts on KRA 4)
KRA 3. SDO Management	
3.1 Administrative	Office of the Admin - Supply Section - HRMO Section - Records Section - Cash Section
3.2 Financial Management	Budget, Accounting, Cash & BAC related concerns
3.3 Legal Services	Legal Section
3.4 ICT Systems Management	ICT Office
KRA 4. Office Administration and Performance Management	Admin. Office & Counterpart from SGOD and CID

5. **The complete PowerPoint presentation shall be uploaded to the same link stated in Paragraph 3 of this Division Memorandum.**

6. Assigning of Rating of the final OPCRf shall be led by the ASDS together with CID and SGOD Chiefs on January 23, 2024 after the all the MOVs (**Hard copies and PowerPoint Presentation**) had been complied and submitted for all KRAs.

7. Strict compliance with this memorandum is desired.


JUDELLA R. LUMPAS EdD, CESO IV
Schools Division Superintendent



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