



Republic of the Philippines  
Department of Education  
REGION IX, ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division Superintendent

Division Memorandum

No. 240, s. 2023

TO: Assistant Schools Division Superintendent  
Chiefs Education Supervisor (SGOD and CID)  
Education Program Supervisors  
Public Schools District Supervisors & Principal In-Charge of the Districts  
All OSDS Section and Unit Heads  
All Program Proponents in the SGOD office  
All Others Concerned

SUBJECT: **Orientation on the Office Performance Commitment and Review Form Series 2023 Template for Non-School-Based Offices**

DATE: May 23, 2023

1. This has reference to DM-OUHROD-2023-0656 dated May 15, 2023 re: **Office Performance Commitment and Review Form (OPCRF) Series 2023 Template for Non-School-Based Offices** which articulated the performance for one year following a four-stage cycle as prescribed by the CSC. Moreover, this is to support the BEDP 2030 and the MATATAG agenda that set the new direction of the Department and Its stakeholders in resolving basic education challenges.
2. Anent this, the Schools Division Office conducts **Orientation on the Office Performance Commitment Review Form (OPCRF) Series 2023 Template for Non-School-Based offices** today **May 23, 2023 at 1 o'clock in the afternoon at the Division Conference Hall.**
3. Immediate dissemination of this memorandum is desired

For the Schools Division Superintendent:

**ROSALIO B. CONTURNO, JR. Ph.D**  
OIC, Assistant Schools Division Superintendent  
Officer In-Charge  
Office of the Schools Division Superintendent



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