



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY
P2 Brgy. Hamorawon, Calbayog City, Western Samar

May 23, 2025

DIVISION MEMORANDUM
NO. 227, s. 2025

**DIVISION YEAR-END PERFORMANCE REVIEW AND EVALUATION OF SCHOOLS' OFFICE
PERFORMANCE COMMITMENT AND REVIEW FORM (OPCRF)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
SDO Unit Heads
District Heads
School Heads (Elementary and Secondary)
All others concerned

1. This Office, through the Performance Management Team (PMT), shall conduct a Division Year-End Performance Review and Evaluation of Schools' Office Performance Commitment and Review Forms (OPCRs) on May 29-30, 2025, at the identified venue per District, utilizing the Division Innovation dubbed as Project DUROS (Division Unified RPMS and OPCR for School Heads).
2. The objectives of this activity are as follows:
 - Determine the progress in achieving the committed performance objectives and targets; and
 - Review and evaluate OPCR in terms of accomplishment of targets indicated in the AIP and Means of Verifications (MOVs) per Key Result Area (KRA).
3. The team of validators, participants, and venue are indicated in the matrix below:

Team 1 (Calbayog 1 District)	Team 2 (Calbayog 2 District)
Venue: Carayman Central Elementary School	Venue: Bagacay Integrated School
Chairman: Dr. Avelina P. Tupa	Chairman: Joshua Sherwin T. Lim
Members:	Members:
Nora G. Capitillo	Alma R. Caber
Robert Anthony Ygrubay	Nelson R. Bello
Gennerson T. Nabual	Rosalia M. Rivera
Team 3 (Calbayog 3 District)	Team 4 (Calbayog 4 District)
Venue: Calbayog City National High School	Venue: Calbayog East Central Elementary School
Chairman: Dr. Joy B. Saldana	Chairman: Mercedita S. Garcia
Members:	Members:
Anabelle O. Yangzon	Jose A. Abon
Sunshine Marjorie E. Ventures	Dr. Arlene C. Catalan
Carren Meyrl A. Cabadsan	Marita P. Senolos



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Team 5 (Calbayog 5 District)		Team 6 (Calbayog 6 District)	
Venue: San Policarpo National High School		Venue: Trinidad National High School	
Chairman: Dr. Erwin L. Purcia		Chairman: Arnold Jaraba	
Members:		Members:	
Reynaldo T. Bernales		Teresa D. Villa	
Gennerson T. Nabual		Ricky S. Cano	
Galin V. Panela		Dr. Arlene C. Catalan	
Team 7 (Oquendo 1 District)		Team 8 (Oquendo 2 District)	
Venue: Oquendo National High School		Venue: Tarabucan National High School	
Chairman: Dr. Erwin L. Purcia		Chairman: Dr. Lourdes L. Matan	
Members:		Members:	
Noemi S. Castante		Benedicto M. Merales	
Sheryll Ann M. Lacaba		Ricky S. Cano	
Galin V. Panela		Nelson R. Bello	
Team 9 (Oquendo 3 District)		Team 10 (Tinambacan 1 District)	
Venue: Mawacat Integrated School		Venue: Rafael Lentejas Memorial School of Fisheries	
Chairman: Dr. Renato S. Cagomoc		Chairman: Noel S. Sagayap	
Members:		Members:	
Geraldine P. Sumbise		Ma. Teresa S. Simon	
Ma. Marlie M. Mendoza		Maria Angela B. Antonio	
Asther E. Bachar		Grace S. Pagunsan	
Team 11 (Tinambacan 2 District)		Team 12 (Tinambacan 3 District)	
Venue: San Joaquin National High School		Venue: Cagmanipis Sur Elementary School	
Chairman: Arnold A. Jaraba		Chairman: Jun-Nilou D. Dulfo, PhD	
Members:		Members:	
Elbert G. Ongcal		Ester A. Siozon	
Suzette P. Candaza		Engr. Jordan B. De Veyra	
Atty. Rhea Aguado		Oscar D. Billate, Jr	

4. Each School Head should be given 30 minutes to present his/her Office Performance Commitment and Review Form (OPCRF) in a PowerPoint Presentation and the other 30 minutes shall be given to the Performance Management Team (PMT) to review the ratings, evaluate and check MOVs, and provide feedback.
5. The presentation of the accomplished OPCRFS with self-rating shall be in the form of PowerPoint slide decks containing the following entries:
 - KRA with percentage allocations



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- Objectives (with weight per objective)
 - Key Performance Indicators (KPIs)
 - Actual Output/Results
 - Rating in terms of Quality, Efficiency, and Timeliness (QET)
 - Average Rating for the QET
 - Score
 - Total Score/Points
6. The self-rating of each OPCR shall change depending on the MOVs submitted by the concerned schools/offices upon evaluation and validation by the PMT. Hence, it is reiterated that each rating indicated shall have a complete set of documents to justify and support the given rating.
7. Travel and other expenses related to the said activity shall be charged to **the School MOOE/Local Fund**, subject to the usual accounting and auditing rules and regulations.
8. Immediate dissemination of this Memorandum is desired.

for
MARGARITO A. CADAYONA, JR. PhD, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

SO # 032 S. 2025



Enclosures: None

References: DepEd Order No. 2, s. 2015, Memorandum DM-PHROD-2021 -0010

Interim Guidelines on the Office Performance Planning and Assessment for FY 2024 onward

To be indicated in the Perpetual Index under the following subjects:

EVALUATION OPCR PERFORMANCE REVIEW SCHOOLS



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