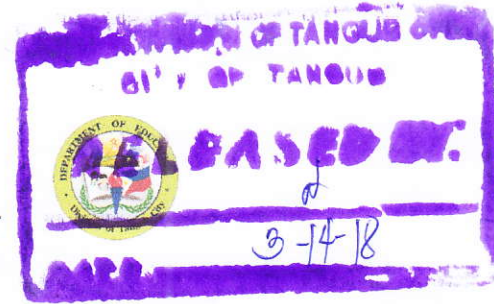




Republic of the Philippines
Department of Education
Region X – Northern Mindanao
DIVISION OF TANGUB CITY
Anecito Siete St., Mantic, Tangub City



E-mail: tangub.city@deped.gov.ph Website: www.depedtangub.net Telephone: (088) 545-0304 Telefax: (088) (088)856-4524

March 13, 2018

DIVISION MEMORANDUM

No. 68, s. 2018

**SUBMISSION OF THE 2017-2018 IPCRF/OPCRF AND PREPARATION FOR
2018-2019 IPCRF/OPCRF FOR SCHOOL-BASED PERSONNEL**

To: CID/SGOD Chiefs
Public Elementary and Secondary School Heads
This Division

1. Pursuant to DepEd Order No. 2, s. 2015, this Office announces the submission of two (2) printed copies of the approved 2017-2018 IPCRF of teachers and other school-based personnel on or before April 9, 2018 to this Office, attention: Human Resource Development (HRD) officer Mr. Rene Boy G. Roxas.
2. All school heads shall prepare for oral defense of their 2017-2018 OPCRf with the rater ASDS Rosemarie T. Macesar and with SDS Jean G. Veloso as approving authority. Artifacts shall include powerpoint presentation with a maximum of 5 minutes plus the printed portfolio as means of verification on March 20, 2018 at 8:00 AM – 5:00 PM at the Division Conference Hall.
3. Furthermore, electronic copy of consolidated ratings of all employees per school in MS Excel Format is also required.
4. For guidance, reference and compliance.

JEAN G. VELOSO

Assistant Schools Division Superintendent
OIC-Schools Division Superintendent

JGV/rbgr/3-13-18

Incl: As stated

Reference: As stated

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

POLICY OFFICE SCHEDULE MEETING