



Republic of the Philippines  
**Department of Education**  
REGION VIII  
SCHOOLS DIVISION OF BILIRAN

January 21, 2021

**DIVISION MEMORANDUM**

No. 023 s. 2021

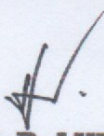
**PRESENTATION, SIGNING AND APPROVAL OF 2021 OPCRF/IPCRF**

To: ASST. SCHOOLS DIVISION SUPERINTENDENT  
FUNCTIONAL DIVISION CHIEFS  
OSDS UNIT HEADS AND SECTION HEADS  
This DIVISION

1. As part of the RPMS cycle/process, a performance planning and commitment shall be done in order to discuss and agree between the rater and ratee the following:
  - a. the Office KRAs, Objectives and Performance Indicators as anchored to the overall organizational outcomes, and
  - b. the Individual KRAs, Objectives and Performance Indicators as anchored to the Office KRAs and objectives.
2. In view hereof, a one-day activity on the Presentation, Signing and Approval of 2021 OPCRF of the two (2) Functional Division Chiefs and IPCRF of the OSDS Unit and Section Heads shall be conducted on **January 27, 2021** at the Division Office Conference Room, Brgy. Larrazabal, Naval, Biliran.
3. The expected participants are the two (2) Functional Division Chiefs, Legal Officer, Accountant, Budget Officer, Information Technology Officer, Administrative Officer V and the four (4) Admin. Unit Section Heads (Personnel Section, Supply Section, Cash Section, Records Section)
4. The participants are reminded to bring their 2020 and 2021 OPCRF/IPCRF.
5. All participants are reminded to observe always the minimum health standards protocol such as wearing of facemask and physical distancing.
6. Meals and snacks shall be provided for, charged to the OSDS MOOE Fund subject to the usual accounting and auditing rules and regulations.
7. Immediate dissemination of this Memorandum is desired.

DIVISION OF BILIRAN  
NAVAL, BILIRAN

**RELEASED**

BY:   
DATE: 1/21/2021

**JUDELLA R. LUMPAS EdD, CESO VI**  
OIC-Schools Division Superintendent



Larrazabal, Naval, Biliran  
053-500-4054/4060  
depedbiliran@gmail.com



**KASIKAS**  
Kaalam Alang Sa Igsoong Biliranon Kaabag Ang Sociedad  
*More. Be Counted. Achieve!*

Page 1 of 1