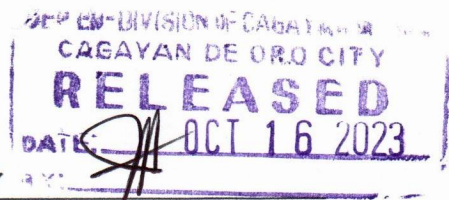




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

12 October 2023

DIVISION MEMORANDUM

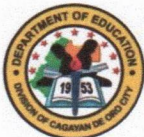
No. 538 s. 2023

CRAFTING AND HARMONIZATION OF SDO PERSONNEL AND DIVISION OFFICE
PERFORMANCE COMMITMENT REVIEW FORM (OPCRF)

TO: Assistant Schools Division Superintendent
CID & SGOD Chiefs
CTD Personnel (EPS, PSDS, EPS II, Librarian, PDO II)
SGOD Personnel
OSDS Personnel (Accountant III, Administrative Officers V&IV, ICT,
Planning Officer, Legal Officer, & Supply Officer)
This Division

1. Pursuant to **DepEd Order No. 2, s. 2015** on the implementation of the Results-based Performance Management System (RPMS) which aims to provide comprehensive guidelines for the adoption of the Civil Service Commission (CSC), this Office will spearhead the conduct of the crafting and harmonization of the SDO personnel and Division Office Performance Commitment and Review Form (OPCRF).
2. In this regard, a two-day live-in activity will be conducted among the concerned Division Personnel on October 19-20, 2023 in a venue to be announced in a separate memorandum.
3. Participants are advised to bring their own laptop for the individual crafting activity.
4. Enclosed in this Memorandum is the list of participants and the Program of Activities.
5. In adherence to Equal Opportunity Principle (EOP) inclusive and fair treatment shall be accorded to all participants regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
6. For information and compliance.


ROY ANGELO E. GAZO
Schools Division Superintendent



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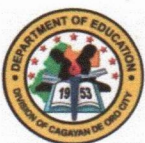
Encl.: As stated

Reference: As stated

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

CRAFTING OPCRf

DMSA/ATB/ DM – crafting and harmonization of sdo personnel and division opcrf
October 12, 2023



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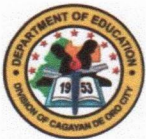


Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent

Attachment 1: List of Participants

1. Roy Angelo E. Gazo	Schools Division Superintendent
2. Audie S. Borres	Assistant Schools Division Superintendent
3. Jean S. Macasero	OIC CTD Chief
4. Jinky M. Arnejo	Asst. CTD Chief
5. Rosalio R. Vitorillo	SGOD Chief
6. Romeo B. Aclo	Asst. SGOD Chief
7. Charlyn S. Baylon	PSDS, East II
8. Milagros P. Recamadas	PSDS, North I
9. Paraida D. Orangot	PSDS, North II
10. Cynthia V. Yanez	PSDS, East I
11. Marife A. Ramos	PSDS, West I
12. Shirley A. Merida	PSDS, West II
13. Margie G. Andrade	PSDS, South
14. Anita M. Gochuco	PSDS, Central
15. Angelito U. Felisilda	PSDS, Southwest II
16. Jerly H. Eluna	EPS, MAPEH
17. Sylvio C. Carciller	EPS, Araling Panlipunan
18. Phoebe W. Taruc	EPS, English
19. Juan A. Mingo	EPS, TLE
20. Rochelle A. Luzano	EPS, LRMDs
21. Joel D. Potane	EPS, Science
22. Ray O. Maghuyop	EPS, Mathematics
23. Helen R. Lucman	EPS, Filipino
24. Juliet N. Dolero	Division ALS Focal Person
25. January Gay T. Valenzona	EPS II, ALS
26. Janry B. Colonia	EPS II, ALS
27. Risa Bea Socorro M. Borres	Administrative Officer V
28. Marilou F. Navaja	Administrative Officer IV
29. Kristian B. Murillo	Administrative Officer IV
30. Arnel A. Calubag	Division Accountant
31. Ignacio A. Gabule, Jr.	OIC Supply Officer
32. Romiel S. Vallente	Administrative Officer V
33. Laurence Edgardo A. Del Puerto	Attorney III
34. James Roberto Z. Sijo	Division ITO
35. Gemma P. Pajayon	PDO II
36. Lanie M. Signo	PDO I
37. Ely V. Mamaclay	Engineer III
38. Baldomero Mark B. Meso	Medical Officer III



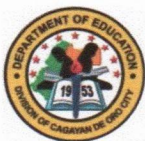
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Office of the Schools Division Superintendent

39. Jamcel A. Chacon	Dentist II
40. Pauline C. Angara	Dentist II
41. Derrold Marl S. Aves	SEPS, HRD
42. Jean T. Loquillano	SEPS, SocMob
43. Eleanor Consejo H. Rollan	SEPS, M&E
44. Rodel S. Megollas	Planning Officer
45. Vergilbob M. Gomez	ADAS II
46. Godfrey Anthony T. Serojales	Division Asst. ITO
47. Mark Edward D. Olango	Division ICT Team Member
48. Roy H. Lumban	EPS II, SocMob
49. Amor A. Radaza	EPS II, M&E
50. Aisa T. Badana	EPS II, HRD
51. Ryan Q. Blanco	PDO II
52. Loredelle L. Tacandong	PDO I
53. Jairus John M. Gochuco	PDO I
54. Angela Vincent A. Torres	ADAS II
55. Charise May R. Cebrian	ADAS III
56. Cyril James B. Casinillo	Division Driver
57. Nestor U. Canillas	Division Driver
58. Jayson A. Rabanes	Division Driver



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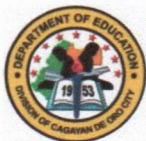
Attachment No. 2: Program Flow

CRAFTING AND HARMONIZATION OF SDO PERSONNEL AND DIVISION OPCRF

October 19-20, 2023

PROGRAM FLOW

Time	Activity	In-Charge
7:30-8:00	Arrival of Participants Registration	Aisa Badana
8:01-8:05	National Anthem	AVP
8:06-8:10	Prayer	AVP
8:11-8:15	Presentation of Participants	Risa Bea Socorro Borres Administrative Officer V
8:16-8:20	Opening Remarks	Audie S. Borres ASDS
8:21-8:30	Words of Inspiration	Roy Angelo E. Gazo Schools Division Superintendent
8:31-9:00	Rationale of the Activity Program Flow Instructions for Parallel Sessions	Eleanor Consejo H. Rollan SEPS-M&E
9:01-12:00	Direction Setting	Roy Angelo E. Gazo School Division Superintendent
12:00-1:00	LUNCH BREAK	
1:01-2:00	MATATAG Agenda	Joel D. Potane SEPS-Planning and Research
2:01-5:00	Target Settings -Office of the ASDS -Curriculum and Teaching Division -School Governance and Operations Division -Human Resource Management Office -Accounting Office -Budget Office -Medical Office -Planning Office	ASDS Audie Borres OIC CTD Chief Jean Macasero SGOD Chief Rosalio Vitorillo Risa Bea Socorro Borres Arnel Calubag Romiel Vallente Baldomero Mark Meso Rodel Megollas



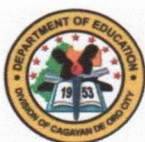
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Day 2	Nationalistic Song	AVP
8:00-8:05		
8:06-8:10	Prayer	AVP
8:11-8:15	Recap of Activities	
8:16-9:00	Presentation of the 2022 SDO OPCRf	
9:01-12:00	Revisit per KRA	
12:01-1:00	Lunch Break	
1:01-5:00	Presentation of Outputs and Critiquing	



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