



Republic of the Philippines
Department of Education
 REGION I

SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM
 No. 109, s. 2025

17-FEB 2025

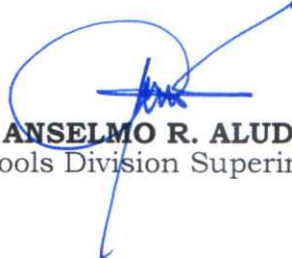
**SUBMISSION OF CY 2025 TARGETS OF SDO PERSONNEL
 AND CALIBRATED MID-YEAR OPCRIF FOR SCHOOL HEADS**

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 Unit and Section Heads
 Public Elementary and Secondary School Heads
 All Others Concerned

- With reference to Division Memorandum No. 034, s. 2025, titled CY 2024 Performance Validation of SDO Personnel and Mid-Year Performance Review and Evaluation for School Heads, concerned personnel are reminded on the submission of the approved O/IPCRF.
- In line with this, Unit and Section Heads, and School Heads are advised to submit the following documents and be scanned to be uploaded thru the following links:

Personnel In-charge	Submission Deadline	Documents to submit
SDO unit and Section Heads	Feb. 21, 2025	<ul style="list-style-type: none"> Validated CY 2024 O/IPCRF CY 2025 Targets/Commitments
Elementary and Secondary School Heads	Feb. 24, 2025	<ul style="list-style-type: none"> Calibrated SY 2024-2025 OPCRIF with Mid-Year partial rating List of MOVs SY 2024-2025 OPCRIF Targets

- For more concerns, contact the PMT Secretariat.
- For information and guidance.


ANSELMO R. ALUDINO
 Schools Division Superintendent

Encl.: None
 Reference: DM No. 034, s. 2025
 To be included in the Perpetual Index
 Under the following subject:

EMPLOYEE PERFORMANCE REVIEW SERVICE

PMT Sec/cjp/Submission O/IPCRF
 25001/ February 13, 2025



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