



Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

No. **428** s. 2025

**01 JUL 2025**

**VIRTUAL REORIENTATION ON THE INTERIM GUIDELINES FOR THE OFFICE  
PERFORMANCE PLANNING AND ASSESSMENT FOR SCHOOL HEADS**

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

1. Pursuant to the Regional Memorandum No. 817, s. 2025, the Department of Education through the Human Resource Development Division, shall conduct a Virtual Reorientation on the Interim Guidelines for the Office Performance Planning and Assessment for School Heads on July 7, 2025 at 8 AM via Microsoft Teams.
2. The activity aims to:
  - a. Discuss in detail the Interim Guidelines on Office Performance Planning and Assessment for FY 2024 Onwards and the salient features and parts of the new OPCR Form.
  - b. Discuss and emphasize the importance of the integration and translation of DepEd's Organizational Outcomes and priorities into tangible office performance targets; and
  - c. Provide further guidance and clarifications to possible issues and concerns on the implementation of the interim guidelines and the use of the new OPCR Form.
3. Participants to this activity are the School Heads and Division RPMS Focal Persons.
4. Pre-activity registration of online participants is requested through this link: <https://bit.ly/OPCRF2025SchoolHeads>. The online meeting link shall be provided only upon completion of pre-registration.
5. Immediate dissemination of this Memorandum is desired.

**ANSELMO R. ALUDINO**

Schools Division Superintendent

Encl.: None

Reference: Regional Memorandum No. 817 s. 2025

To be included in the Perpetual Index  
Under the following subject:

ORIENTATION      PERFORMANCE

SGOD/mlpd/DM-VirtualOrientationPerformanceOPCR  
2509338/June 30, 2025

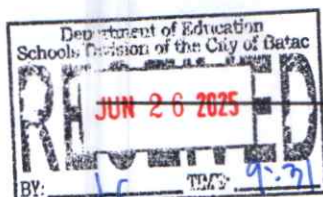


SDCB RECORDS UNIT

2509338



Republic of the Philippines  
**Department of Education**  
REGION I

**REGIONAL MEMORANDUM**No. 817 s. 2025**VIRTUAL REORIENTATION ON THE INTERIM GUIDELINES FOR THE OFFICE PERFORMANCE PLANNING AND ASSESSMENT FOR SCHOOL HEADS**

To: Schools Division Superintendents  
Public Elementary and Secondary School Heads  
All Concerned Personnel

1. This Office, through the Human Resource Development Division, shall conduct a **Virtual Reorientation on the Interim Guidelines for the Office Performance Planning and Assessment for School Heads** via **Microsoft Teams** on the following schedules:

Schools Division Offices	Schedule
Alaminos City and Batac City,	July 7, 2025 AM
Candon City, and Dagupan City	July 7, 2025 PM
Laoag City and San Carlos City	July 8, 2025 AM
San Fernando City, Urdaneta City, and Vigan City	July 8, 2025 PM
Ilocos Norte	July 9, 2025 AM
Ilocos Sur	July 9, 2025 PM
La Union	July 10, 2025 AM
Pangasinan I	July 10, 2025 PM
Pangasinan II	July 11, 2025 AM

2. This activity aims to:

- Discuss in detail the *Interim Guidelines on Office Performance Planning and Assessment for FY 2024 Onwards* and the salient features and parts of the new OPCR Form;
- Discuss and emphasize the importance of the integration and translation of DepEd's Organizational Outcomes and priorities into tangible office performance targets; and
- Provide further guidance and clarifications to possible issues and concerns on the implementation of the interim guidelines and the use of the new OPCR Form.

3. The expected participants to this activity are the School Heads, Assistant School Principals, and Division RPMS Focal Persons.



Flores St., Catbangen, City of San Fernando, La Union  
Telephone Nos. (072) 607-8137/682-2324  
DepEd Region I region1@deped.gov.ph  
www.depedregion1.com

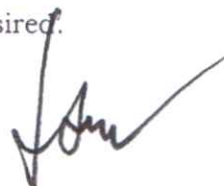
Doc. Ref. Code	RM-ORD	Rev	00
Effectivity	11.18.2024	Page	1 of 2



4. Pre-activity registration of online participants is requested through this link: <https://bit.ly/OPCRF2025SchoolHeads>. The online meeting link shall be provided only upon completion of pre-registration.

5. For more information and other concerns, please contact the **Human Resource Development Division** at [hrdd.region1@deped.gov.ph](mailto:hrdd.region1@deped.gov.ph) or call 072-682-2324 local 122.

6. Immediate dissemination of this Memorandum is desired.



**TOLENTINO G. AQUINO**  
Director IV

Encl.: None

Reference: None

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

PERFORMANCE

ORIENTATION

HRDD/rm/RM\_ReorientationOPCRF2025  
June 23, 2025

