



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Zamboanga Peninsula, Region IX  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**  
Capitol Drive, Estaka, Dipolog City 7100

DEPARTMENT OF EDUCATION  
DIVISION OF ZAMBOANGA DEL NORTE  
DIPOLONG CITY, ZAMBOANGA PENINSULA

**RELEASED**



04 MAY 2017

BY: \_\_\_\_\_  
NAME/SIGNATURE

**DIVISION MEMORANDUM**

No. 140, s. 2017

To : Public Schools District Supervisors  
Public Elementary and Secondary School Heads/ Principals

From :   
**NATIVIDAD P. BAYUBAY, CESO VI**  
Officer In- Charge   
Office of the Schools Division Superintendent

Subject : **SUBMISSION OF 2015 OFFICE PERFORMANCE COMMITMENT  
AND REVIEW FORM (OPCRF)**

Date : May 4, 2017

In our resolve to achieve “Effective Schools by 2020”, this division has doubly focused its efforts on the enhancement and reinforcement of the performances to the prime movers of education, the teachers and school heads.

As such, it is hereby required for all School Heads/ Principals from the elementary and secondary schools to submit an original copy of the Office Performance Commitment and Review Form (OPCRF) adapting/ capturing the respective rating from the Division Revalida. This shall be the basis for the allocation and release of the Performance- Based Bonus (PBB).

This requirement shall be forwarded to the Human Resource Development Section (HRDS) *by district* on or before May 31, 2017.

Widest dissemination of this memorandum is desired.