



Republic of the Philippines
Department of Education

REGION X

DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

16 November 2023

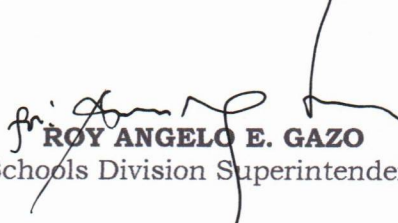
DIVISION MEMORANDUM

No. Cell s. 2023

**ADDENDUM TO DM 596 s.2023 - TWO- DAY CRAFTING AND HARMONIZATION
OF THE SCHOOL OFFICE PERFORMANCE COMMITMENT
AND REVIEW FORM (OPCRF)**

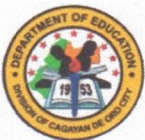
TO: Asst. Schools Division Superintendent
Chief Education Supervisor - SGOD
Chief Education Supervisor - CID
Public Schools District Supervisors
Public Elementary and Secondary School Heads
Division Performance Management Team
Selected CTD personnel
Selected SGOD personnel
Selected OSDS personnel

1. In view of the conduct of the Two-Day Crafting and Harmonization of the School Office Performance Commitment and Review Form (OPCRF) on November 21-22, 2023, all concerned is hereby informed of the additional information and guidelines.
2. The venue for the said activity shall be at C-Resort, Libertad, Misamis Oriental. Target participants are indicated Enclosure 1. Program Flow is indicated in Enclosure 2.
3. Cluster districts shall provide their own laptop, extension wire and back-up internet pocket wifi to be used during the group activity.
4. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment are accorded to all participants regardless of age, gender, sexual orientation, disability, religion and ethnicity.
5. Immediate dissemination and compliance to this memorandum is desired.


ROY ANGELO E. GAZO

Schools Division Superintendent

Encl: As indicated
Reference: None



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

SCHOOL OFFICE PERFORMANCE COMMITMENT REVIEW FORM (OPCRF)

ECHR/DM-SCHOOL OPCRF CRAFTING
November 16, 2023



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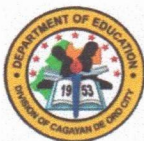
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Enclosure No.1: List of Participants

	Name of School Head	Name of School
1	LETECIA L. OGA	Agusan Elementary School
2	WILFREDO DELONO	Agusan NHS
3	RONALDO D. AUMAN	Angeles Sisters NHS
4	ELSA B. TAHUD	Baikingon Elementary School
5	ROWENA TABOCLAON	Baikingon NHS
6	CIELITO G. ESTOQUE	Balangkot IS
7	JESSICA JOY D. HINACAY	Baluarte Elementary School
8	FE V. MORALES	Balubal Elementary School
9	RODEL C. ESTENZO	Balubal NHS
10	EMERITA G. LABIS	Balulang Elementary School
11	MARIBETH T AUMAN	Balulang NHS
12	REYMUND P. CABATUAN	Batinay Elementary School
13	TITO P. YONGAO	Bayabas Elementary School
14	DANNY A. LABADAN	Bayabas NHS
15	RICO CAGAPE	Bayanga Elementary School
16	SOLA VIOLETA L. MENDOZA	Bayanga NHS
17	BAYANI ROTURAS JR.	Besigan Elementary School
18	ARNOLD LEE	Besigan NHS
19	NINIA MARIE A. ESTILLORE	Bonbon NHS
20	ANDY LIGSANAN	Bongbongon Elementary School
21	ROSEMARIE H. DULLENTE	Bugo Central School
22	FERDINAND L. VINCO, JR.	Bugo NHS
23	JOEL GRANDA	Bulao Elementary School
24	EDGARDO O. YAÑEZ	Bulua CS
25	EDGARDO G. ESPINOSA	Bulua NHS
26	MELECIO L. TUBA	Bulua NHS Patag Annex
27	JAY-AR C. LABAJAN	Cadayonan IS
28	DEBORAH B. FLORA	Camaman-an Elementary School
29	MARY GLO B. CATARONG	Camaman-an ES-Macapaya Extension
30	CHERYL M. PONTILLAS	Camaman-an NHS
31	AMELITO D. BUCOD	Camansi Elementary School
32	DANTE G. SISTO	Camp Evangelista Elementary School
33	GEMMA ETHEL B. ONG	Canitoan Elementary School
34	CORAZON M. VIOS	Canitoan NHS
35	BRENDA P. GALARPE	Carmen NHS
36	EVELYN Q. SUMANDA	CDONHS-JH
37	JERSON B. HERRERO	CDONHS-SHS



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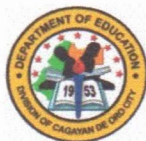
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38	ANNABELLE J. LARIBA	City Central School
39	NORMA C. UCAB	City Engineers Elementary School
40	JOEL P. LARIBA	Consolacion Elementary School
41	RELOBE N. ZULITA	Corrales Elementary School
42	PAUL Y. BADON	Cugman Elementary School
43	ROSANNA Q. UBALDE	Cugman NHS
44	ROMMELYN GONZALES	Dansolihon Elementary School
45	JOHN PAUL F. PASIGAY	Dungguan IS
46	MARIA DEL T. MAGALLANO	East City Central School
47	JOLITO G. BASLAN	Filipino-Chinese Friendship ES
48	MARITCHA M. UBAY-UBAY	Fr. William F. Masterson S.J. ES
49	VAICAR G. MAYAKE	FS Catanico Elementary School
50	RUDY VILLALOBOS	GL Reyes Anhawon Elementary School
51	NILBERT PANCHECO	Gusa Elementary School
52	JOCELYN B. PALABON	Gusa NHS- FS Catanico Annex
53	ELIZER TERUEL	Gusa Regional Science High School
54	DARLENE DALIVA	IBA IS
55	CANDOLYN QUILIT	Indahag ES and IES Habitat Campus
56	MAURITA M. DONASCO	Indahag NHS
57	MELBA S. OMANDAM	Iponan Elementary School
58	MARISA D. CAYETUNA	Iponan NHS
59	MA. CENSUSA R. ABUEL	Kamakawan Elementary School
60	ALMA B. PENONIA	Kauswagan Central School
61	MARVIN ANTHONY A. RAMOS	Kauswagan NHS
62	ROSEMARIE G. TOLENTINO	Kiam-is Elementary School
63	MACAPANGCAT U. MAMA JR.	Lapasan NHS
64	ELENA T. GALARRITA	Linangohan Elementary School
65	JINNEFER D. ESPINA	Lumbia CS
66	ALFREDO C. TONGCO, JR.	Lumbia NHS
67	NAOMI D TOCMOHAN	Macabalan Elementary School
68	NORMA B. DELIMA	Macabalan NHS
69	LEONORA B. ALINSUB	Macanhan Elementary School
70	CATALINA O. MCNAIR	Macasandig Elem. School
71	KAREN C. VERDAD	Bonbon Elementary School
72	VANESSA MAE B. MARTINEZ	Macasandig NHS
73	REY MISAEL S. DA-ABAY	Magayad IS
74	FLORENCE GALINDO	Malasag Elementary School
75	BASILISA G. GAYRAMARA	Mambuaya Elementary School
76	AILEEN E. MAGHUYOP	Mambuaya NHS
77	KRIZAIDA ALLEYA A. ESPINOSA	MAN-AI Elementary School
78	LORDSON Q. SIANO	Man-ai National High School
79	MA DULCE F. CUERCUIZ	Mangalay Elementary School
80	MARILOU L. LORA	Midkiwan IS



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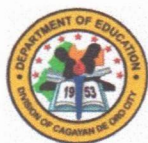
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81	DUQUE A. CAGUINDANGAN	North City Central School
82	SHERYL LOU E. BAAL	Pagalungan Elementary School
83	KAREEN J. AGCOPRA	Pagalungan NHS
84	RAUL A. DECHOSA	Pagatpat Elem. School
85	MARICAR S. QUIPIT	Pagatpat NHS
86	MARY JOY D. PADREQUIL	Palalan IS
87	GLECERIO F. GALOLO	Pamalihi Elementary School
88	IVY B. LADARAN	Pigsag-an Elementary School
89	MARIA LODEL C. DAABAY	PN Roa Elementary School
90	DINAH ZORAIDA ZAMORA	PN Roa NHS
91	HIMAYA Q. CU	Puerto Elementary School
92	ROEL R. LAMBERTE	Puerto NHS
93	EMILY A. TABAMO	Puntod NHS
94	URSULA JANETH ABELLANOSA	Sacred Heart ES -Annex PIKIFI
95	MERLYN S. BAHIAN	Sacred Heart Village ES
96	CAROL O. LORONO	San Simon Elementary School
97	JUDSON M. PASTRANO	San Simon NHS
98	ADELINA F. ENCABO	South City Central School
99	ELENA B. PACAMO	St. John Elementary School
100	VIRGINIA D. MENDOZA	Suntingon Elem, School - Annex
101	RONNIE P. URA-URA	Suntingon ES-Main
102	CORAZON Z. BARTOCES	Tablon Elementary School
103	LOVE C. MANDAWA	Tablon NHS
104	FARMENA DIMAPORO	Taglimao Elementary School
105	MARILOU P. LAGAC	Taglimao NHS
106	ISAGANI D. OLARTE, JR.	Tagpangi Elementary School
107	MARICEL V. BAUTISTA	Tagpangi NHS
108	AGNES G. SMITH	Taguanao Elementary School
109	MARCELINA N. CABARING	Tignapoloan Elementary School
110	KARL ANTHONY O. SALISE	Tignapoloan NHS
111	SHELA D. YANEZ	Tuburan Elementary School
112	EDWIN O. MAMBA	Tuburan NHS
113	ANNA LOU B. RECAÑA	Tumpagon Elementary School
114	NELSON R. TACANDONG	Tumpagon NHS
115	PEDRITA R. JORDAN	Upper Carmen Elementary School
116	ANNIE DANUCO	West City Central School
117	NORMAN FELISILDA	Upper Tignapoloan ES
118	ADEL R. CAMBANGAY JR.	Dansolihon NHS
119	MANUEL L. LINCARO, JR.	East Gusa NHS



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DIVISION OFFICE PERSONNEL/TRAINING TEAM

1. Roy Angelo E. Gazo	Schools Division Superintendent
2. Rosalio R. Vitorillo	Chief Education Supervisor – SGOD
3. Jean S. Macasero	OIC Chief Education Supervisor – CTD
4. Jinky M. Arnejo	Designated Asst Chief ES – CTD
5. Rodel S. Megollas	Planning Officer
6. Joel Potane	EPS-Science, Research
7. Arnel A. Calubag	Accountant
8. Romiel S. Vallente	Administrative Officer V
9. Risa Bea Socorro M. Borres	Administrative Officer V
10. Cynthia V. Yañez	Public Schools District Supervisor
11. Charlyn S. Baylon	Public Schools District Supervisor
12. Milagros P. Recamadas	Public Schools District Supervisor
13. Eleanor Consejo H. Rollan	SEPS – M&E
14. Jean T. Loquillano	SEPS – SocMob
15. Derrold Marl S. Aves	SEPS – HRD
16. Amor A. Radaza	EPS II – M&E
17. Aisa T. Badana	EPS II – HRD
18. Dr. Baldomero Mark B. Meso	Medical Officer
19. Loredelle L. Tacandong	PDO I
20. Mark Edward Olango	ICT
21. Vergilbob M. Gomez	ADAS II
22. Cyril James B. Casinillo	Driver
23. Jayson A. Rabanes	Driver

Enclosure No.2: Program Flow

**CRAFTING AND HARMONIZATION OF THE SCHOOL OFFICE PERFORMANCE
COMMITMENT AND REVIEW FORM (OPCRF)**

November 21-22, 2023

PROGRAM FLOW

Time	Activity	MOL Incharge: Southwest 1 & 2
7:30-8:00	Arrival of Participants/Registration	Amor A. Radaza, EPS II Loredelle L. Tacandong
8:01-8:05	National Anthem	AVP
8:06-8:10	Prayer	AVP
8:11-8:15	Presentation of Participants	Risa Bea Socorro M. Borres Administrative Officer V
8:16-8:20	Opening Remarks	Rosalio R. Vitorillo SGOD Chief Education Supervisor
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



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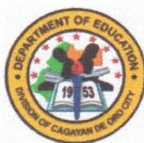
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9:01-10:30	MATATAG Agenda	Joel D. Potane SEPS-Planning and Research
10:31-12:00	Consultative Workshop KRA-1 Leading Strategically KRA-2 Managing School Operations and Resources KRA-3 Focusing of Teaching and Learning KRA-4 Developing Self and Others KRA-5 Building Connections	EVALUATORS (KRA 1) Rosalio R. Vitorillo, SGOD Chief Jean S. Macasero, OIC-Chief ES-CTD (KRA2) Arnel A. Calubag, Accountant III Romiel S. Vallente, AO V Risa Bea Soccoro Borres, AO V Rodel S. Megollas, Planning Officer III Baldomero Mark B. Meso III, Medical Officer III (KRA3) Jinky R. Arnejo, Designated Asst Chief ES-CTD Milagros Recamadas, PSDS Cynthia Yanez, PSDS Charlyn T. Baylon, PSDS (KRA4) Derrold Marl S. Aves, SEPS Aisa T. Badana, EPS II (KRA5) Jean T. Loquillano, SEPS Roy H. Lumban, EPS II
2:00-1:00	LUNCH BREAK	
1:01-5:00	Presentations and Critiquing of Outputs	MOL In charge: West 1 & 2
6:00-9:00	Dinner/Socials	MOL In charge: North 1&2

Day 2	Activity	
8:00-8:05	Nationalistic Song	MOL In charge: East 1 & 2
8:06-8:10	Prayer	
8:11-8:15	Recap of Activities	
8:16-12:00	Continuation of Presentation and Critiquing	
12:01-1:00	Lunch Break	
1:01-3:00	Continuation of Activity, Wrap Up Session & Closing Program	MOL In charge: South & Central
3:01-5:00	Homebound	



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