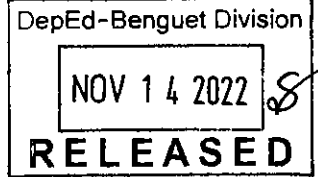




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**Schools Division of Benguet**



November 14, 2022

**DIVISION MEMORANDUM**

No. 348 s.2022

**ENHANCED OFFICE PERFORMANCE COMMITMENT AND REVIEW FORM  
FOR SCHOOL HEADS, SCHOOL YEAR 2022 - 2023**

**TO: OIC-Assistant Schools Division Superintendent  
CES, Curriculum Implementation Division  
CES, School Governance and Operations Division  
Education Program Supervisors & Public Schools District Supervisors  
All School Heads  
All Others Concerned**

1. Pursuant to DepED Order No. 2, s. 2015 or the Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education and DepED Order No. 024, s. 2020 or the National Adoption and Implementation of the Philippine Professional Standards for School Heads, this Office releases the attached **Enhanced Office Performance Commitment and Review Form for School Heads for the School Year 2022 to 2023**.
2. The Enhanced OPCRf was anchored on the Philippine Professional Standards for School Heads which highlights the importance of continuing professional development and advancement of school heads based on the principles of career-long learning. Consequently, DepEd upholds that quality student learning is contingent upon quality teachers, who are supported by quality school leaders.
3. After accomplishing the OPCRf, rater and ratee must discuss on areas that need strengthening or sustainability and agree on final rating before accomplishing Part 3. Competency assessment or Part 2 must be accomplished by the ratee to evaluate how well he or she is performing the required knowledge, skills, and behavior relative to specified performance standards. Results of part 2 shall be the ratee's reference in accomplishing the Development Plan or part 4. The development plan must include the ratee's goals to support continual improvement and career development. It must highlight the required skills and competency development needs (based



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from results of part 2) that the ratee aims to improve on for the next rating period.

4. Please log in to this link [bit.ly/SDOBengOPCRF2022](https://bit.ly/SDOBengOPCRF2022) to DOWNLOAD the following forms to be accomplished:

*Part 1, OPCRf for School Heads of **Independent Units**, SY 2022 – 2023*

*Part 1, OPCRf for School Heads of **Elementary and Non-Independent Units**, SY 2022 – 2023*

*Part 2, Competency Assessment*

*Part 3, Summary of Rating for Discussion*

*Part 4, Development Plan*

5. In compliance to Phase 1 of the RPMS, all school heads of secondary and Integrated Schools, and Head Teachers/ School Principals of elementary schools shall submit a signed OPCRf on or before November 25, 2022 to the SDO.
6. For guidance, the same mechanism implemented last School Year on field validation and provision of guidance as regards Performance-based Accomplishments shall be conducted this School Year. Another memorandum shall be issued relative to the schedule of validation.
7. Immediate dissemination of and compliance with this Memorandum is requested.

GLORIA B. BUYA-AO  
Schools Division Superintendent

*For the Schools Division Superintendent:*

  
**CARMEL F. MERIS**

Chief Education Supervisor  
Officer-In-Charge

Office of the Assistant Schools Division Superintendent