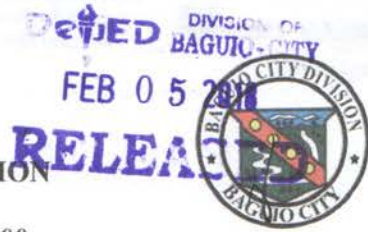




Republic of the Philippines  
DEPARTMENT OF EDUCATION  
CORDILLERA ADMINISTRATIVE REGION  
DIVISION OF BAGUIO CITY  
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Office of the Superintendent  
Office Memorandum No, 02 s., 2018

**SCHEDULE OF IPCRF AND OPCRf CHECKING AND MOV VALIDATION FOR DIVISION  
OFFICE EMPLOYEES**

TO: DIVISION CHIEFS  
PMT Regular Members  
Section and Unit Heads  
All Other Concerned


1. Please be informed of the following PMT –related activities:

Activities:	Date/Venue	Person/s Responsible
CHECKING OF 2018 OPCRf/IPCRf (COMMITMENT)	FEBRUARY 6, 2018 9:00- 12:00 NOON  DO Mini Conference Hall	PMT COMMITTEE MEMBERS
CHECKING OF 2017 OPCRf/IPCRf AND VALIDATION OF MOVs	FEBRUARY 12-13, 2018 – 9:00-12:00 NOON  DO Mini Conference Hall	PMT COMMITTEE MEMBERS
SUBMISSION OF SUMMARY OF PROFESSIONAL NEEDS (BASING ON IPDP)	FEBRUARY 26, 2018	PMT COMMITTEE MEMBERS  UNIT/SECTION HEADS DIVISION CHIEFS

2. All section and unit heads should pre-validate the MOVs of their staff before the PMT.

3. Immediate dissemination and compliance to this memorandum is desired.

FOR THE SDS:

  
**SORAYA T. FACULO, PhD**  
Officer –in- Charge  
Office of the ASDS

**Contact Numbers (Area Code: 074):**

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