



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

October 1, 2024

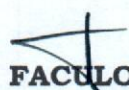
DIVISION MEMORANDUM

No. **550-2024**

**MEETINGS OF SCHOOL-BASED PROJECT DEVELOPMENT OFFICERS FOR THE
FORMULATION OF INDIVIDUAL PERFORMANCE COMMITMENT
AND REVIEW FORM (IPCRF)**

To: Chief Education Supervisor (SGOD)
Public Schools District Supervisors
Public School Heads
Project Development Officers I
Administrative Officer V (Admin Service)
All Others Concerned

1. In line with the performance management system, this Office has scheduled a meeting of the **School-Based Project Development Officers** to discuss the formulation of their Individual Performance Commitment and Review Forms (IPCRF) on October 3, 2024, 1:00 p.m. at the Conference Hall.
2. The meeting aims to collaboratively develop a comprehensive and standardized IPCRF that aligns with organizational goals and performance standards. This will ensure a fair and transparent evaluation process that accurately reflects the roles and responsibilities of each PDO.
3. Attendance and active participation of the school-based PDOs are highly encouraged, as the outcome of this meeting will significantly impact the finalization of the IPCRF. Kindly prepare any relevant data or insights that will contribute to a productive discussion.
4. For information, guidance, and compliance.


SORAYA T. FACULO PhD, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

OSDS/STF/ndc