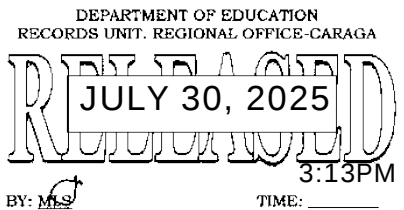




Republic of the Philippines
Department of Education
CARAGA REGION



JULY 30, 2025

REGIONAL MEMORANDUM
No. 0778, s. 2025

To: SCHOOLS DIVISION SUPERINTENDENTS
All Others Concerned

SUBMISSION OF MID-YEAR OFFICE PERFORMANCE COMMITMENT AND
REVIEW FORM (OPCRF) FOR SCHOOLS DIVISION OFFICES CY 2025

1. In line with the Department of Education's commitment to performance management and accountability, all Schools Division Offices (SDOs) in the Caraga Region are reminded to submit their duly accomplished Mid-Year Office Performance Commitment and Review Form (OPCRF) for Calendar Year 2025 on or before **July 31, 2025 (Thursday)**.
2. Submission requirements:
 - **Hard Copy:** One duly signed hard copy of the Mid-Year OPCRf must be submitted to the Regional **Records Office**.
 - **Soft Copy:** An electronic copy (PDF format) of the signed Mid-Year OPCRf, along with the editable file (e.g., MS Word/Excel), shall be uploaded to your designated folder via this Google Drive link: <https://tinyurl.com/2025MidyearOPCRFSDOs>. Please ensure that the file names follow the format: [Name of SDO]_MidYearOPCRF_2025.
3. SDOs are enjoined to strictly adhere to the guidelines set forth in DepEd Order No. 02, s. 2015 (Guidelines on the Establishment and Implementation of the Results-Based Performance Management System (RPMS) in the Department of Education) and other relevant issuances. Completeness and accuracy of data are paramount.
4. For any queries or clarifications regarding this memorandum, please contact Violeta C. Nunez at pprd_caraga@deped.gov.ph.
5. Immediate and wide dissemination of this Memorandum is desired.


MARIA INES C. ASUNCION
Director IV
Regional Director

Encl.: None

Reference: Deped Order (No. 02, s. 2015)

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

MID-YEAR REVIEW OPCRf SDO

PPRD/bap
07/29/2025



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