Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Archbishop G.M. Reyes St., Kalibo, Aklan
Tel. Nos.: (036) 268-4235; 268-4234; 268-6286

September 23, 2019

DIVISION MEMORANDUM
No. 316, s. 2019

SUBMISSION OF SIGNED OFFICE PERFORMANCE COMMITMENT and REVIEW FORM (OPCRF) and INDIVIDUAL PERFORMANCE COMMITMENT and REVIEW FORM (IPCRF) for S.Y. 2018-2019

To: **Chief Education Supervisor**
Education Program Supervisors
Public Schools District Supervisors
Administrative Officer V
School Heads and Teacher-In-Charge of Public Pre-Elementary, Elementary, Secondary and Integrated Schools

1. In connection with the preparation of reports for Performance Based-Bonus (PBB) 2018, **ALL** school heads, teaching and non-teaching personnel who have not yet submitted a copy of signed **OPCRF** and **IPCRF** for S.Y. 2018-2019 are hereby reminded to submit hard copies on or before **September 26, 2019**.

2. For your information, guidance and strict compliance.

Dr. SALVADOR O. OCHAVO, Jr., CESO V
Schools Division Superintendent