



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

December 19, 2024

**OFFICE MEMORANDUM**  
HRDD-2024- **642**

**SUBMISSION OF THE 2024 OFFICE PERFORMANCE COMMITMENT  
REVIEW FORM (OPCRF), INDIVIDUAL PERFORMANCE  
COMMITMENT REVIEW FORM (IPCRF),  
AND SUMMARY OF RATINGS**

To: Director III  
Functional Division Chiefs  
All Others Concerned

1. In line with the Department of Education's continuous effort to monitor and improve the performance of the office and its personnel, this Office, through the Human Resource Development Division, reiterates the call for submission of the second copy of the 2024 Office Performance Commitment Review Form (OPCRF) and Individual Performance Commitment Review Form (IPCRF) together with the Summary of Ratings per Functional Division.
2. The aforementioned documents shall be submitted to the Human Resource Development Division, on or before January 6, 2025.
3. Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO III**  
Regional Director

HRDD-QCY

