

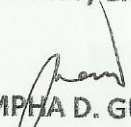


Republic of the Philippines
Department of Education
Region V (Bicol)
DIVISION OF CATANDUANES
Virac, Catanduanes



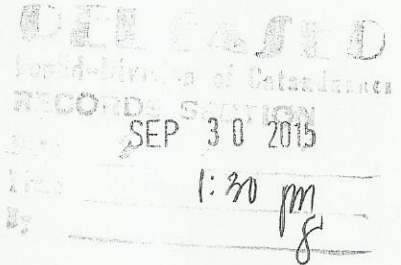
MEMORANDUM

TO : All SDO Non Teaching Personnel
Elementary and Secondary School Heads

FROM : 
NYMPHA D. GUEMO
Asst. Schools Division Superintendent
Officer-in-Charge

SUBJECT : Review of the prepared Individual Performance Commitment Review
Form for Non Teaching Personnel

DATE : September 30, 2015



In line with the request of SDO Non teaching Personnel and School Heads in the preparation of the Individual Performance Commitment Review Form (IPCRF), you are requested to submit the draft of the IPCRF of the Non Teaching Staff in your respective offices/schools not later than **October 7, 2015** for review and proper coaching if needed.

IPCRF will be submitted in bunch by office/school to the **Chief, SGOD** for review by Ms. Mary Jean S. Romero.

For compliance.