



Republic of the Philippines
DEPARTMENT of EDUCATION
Region XI
SCHOOLS DIVISION OF DIGOS CITY
City of Digos



DIVISION MEMORANDUM
NO. 173, series 2015

TO: : All Concerned Personnel in the Preparation and Submission of Individual Performance Commitment and Review (IPCR) Table of Standards

FROM : *sun*
DEE D. SILVA, DPA, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge

SUBJECT : Submission of IPCR Table of Standards

DATE : August 5, 2015

The field is reminded on the submission of the Table of Standards for the Individual Performance Commitment and Review (IPCR) which was supposedly due on July 15, 2015. This Office understands the busy schedules of the individual personnel; thus, a one month extension to the deadline is being granted. This means that final deadline of submission is August 14 (Friday), 2015.

In this connection, the following are expected to submit the said document on or before August 14, 2015 (see attached list).

The chairpersons are expected to meet with the group members to finalize the Table of Standards (TOS) and submit the final copy to their respective consultants. The consultants are responsible in the checking of the TOS and submit the hard copies to the Division Chiefs/Administrative Officer where the group belongs. The Division Chiefs/AO will submit the same to the Schools Division Superintendent for approval. The approved Table of Standards will be kept by the Human Resource Development Office (HRDO) for filing and for releasing to the field for the preparation of the Individual IPCR. The soft copies will be sent to this email address: hrddepd@gmail.com.

For Information, guidance and immediate dissemination.

FOCAL PERSONS IN THE SUBMISSION OF IPCR TABLE OF STANDARDS

IPCR Table of Standards to Prepare	Chairperson	Members	Consultants
CURRICULUM IMPLEMENTATIONS DIVISION			
In-Charge: AIDA A. BIONGAN			
For Teacher 1-3 Positions (Elementary & Secondary Levels)	Tito Endrina	Jonalyn Castaño Irene Quizon	Beverly Daugdaug
For Teacher MT 1-2 Positions (Elementary & Secondary Level)	Cherrie Anne Bohol	Inda Nacua Ruth Hingco	Joan Nionez
For Head Teacher 1-6 Positions (Dept. Heads – Secondary Level)	Gemma Salanga	Renedina Laburada Ma. Basilia Flores	Sollie Oliver
For School Heads: Principals, HTs & TICs (Elementary and Secondary School Heads)	Evangeline Hernan	Antonia Jumawan Ely Cataluña	Luzminda Jasmin
For PSDS	Patriotiso Peñas	Zenaida Guya Cherry Rosette Oliva	Ana Merthyl Regala
For EPS	Aida Biongan	Analiza Almazan Epe Grace Presto	Moises Perral
For ALS Teachers	Elvie Timon	Cherrie Lyn Nemis	Vicente Laburada, Jr.
For SPED Teachers	Richilie Solis	Martial Lou Organiza Doris Tubiano	Rosalinda Adlaon
For Guidance Counsellors	Chona Lacib	Rofelia de Mesa	Ronilyn Nieves
SCHOOLS GOVERNANCE AND OPERATIONS DIVISION			
In-Charge: EMMANUEL P. HUGO			
For SGOD Positions, Librarians, PO, PDOs, SEPS & EPS II	Emmanuel Hugo	All Section Heads, Maria Jadloc, Peter- Jason Senarillos	Xavier Fuentes
ADMINISTRATIVE (SDS) HEADS OF SECTIONS			
In-Charge: FRANCIS JUDE ALCOMENDRAS			
For ICT/Legal/Finance & Budget/ Admin. Sections (Supply, Cash, Records, Personnel)	Francis Jude Alcomendras	All Section Heads (Division/DICNHS)	Noreliza Misal