



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
**NEGROS ISLAND REGION**  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
Capitol Area, Dumaguete City

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***DIVISION MEMORANDUM***

**TO :** CHIEFS, CID & SGOD; DEPS/COORDINATORS  
SEPS; EPS; SECTION HEADS  
ALL OTHER DIVISION OFFICE PERSONNEL


**FROM :** LELANIE T. CABRERA, CESE

**SUBJECT :** SUBMISSION OF THE 2015 IPCRF

**DATE :** February 16, 2016

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1. All Division Office Personnel are hereby directed to submit to the office of the Schools Division Superintendent their 2015 IPCRF on Friday, February 19, 2016, by office or section.
2. Everyone is reminded to have their IPCRF signed by the ratee and the rater before submitting it to this office for approval.
3. For the information, guidance and compliance of all concerned.

  
**LELANIE T. CABRERA, CESE**  
Assistant Schools Division Superintendent  
Officer In-Charge 