

Department of Education REGION I

SCHOOLS DIVISION OF VIGAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. 103, s. 2025

EXTENSION OF THE VALIDATION OF INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM (IPCRF) OF TEACHERS I-III INCLUDING ALS, SNED, SSE AND SCHOOL-BASED NON-TEACHING PERSONNEL WITH **OUTSTANDING RATING FOR SY 2024-2025**

To:

Division Performance Management Team

Public Elementary and Secondary School Heads

All Others Concerned

- Pursuant to Division Memorandum No. 679, s. 2025, titled "Validation of Individual Performance Commitment and Review Form (IPCRF) of Teachers I-III Including ALS, SNED, SSE and School-Based Non-Teaching Personnel with Outstanding Rating SY 2024-2025, this Office issues the extension of validation due to the suspension of classes and work in public offices in the Province of Ilocos Sur on September 22-23, 2025 pursuant to Executive Order No. 23 and 24 s. 2025, as preemptive measure in response to super typhoon "Nando" and in support to disaster response operations.
- 2. The validation originally scheduled on September 22-23, 2025 (3rd and 4th day) is hereby rescheduled to September 24-25, 2025, as reflected in Enclosure 1.
- ISNHS personnel who were not accommodated during their initial 2-day schedule shall attend on any of the rescheduled dates, as an administrative remedy to avoid disruption of classes.
- 4. All other provisions of the cited Memorandum remain in full force and effect.
- 5. Immediate and wide dissemination of this Memorandum and strict compliance with its provisions is desired.



Schools Division Superintendent

Enclosure: Enclosure 1

SGOD/gpc/OPCR.IPCR









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Republic of the Philippines Department of Education REGION I SCHOOLS DIVISION OF VIGAN CITY

Enclosure 1 to Division Memorandum No. 103, s. 2025

EXTENSION OF THE VALIDATION FOR TEACHERS I-III INCLUDING ALS, SNED, SSE AND NON-TEACHING PERSONNEL WITH OUTSTANDING PERFORMANCE RATING

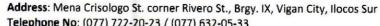
Date	Time	School	
ELEMENTARY and SECONDARY SCHOOLS (Teaching and Non-Teaching)			
September 24, 2025 (Wednesday)	8:30 - 12:00 PM	Cluster III (NES, CCES, CAMES, RES, RPES, BMSE)	
	1:30 - 5:00 PM	Cluster II (APES, CAPES, PIS, BMSW, JSES, SJES)	
September 25, 2025 (Thursday)	8:30 – 12:00 PM	Cluster I (VCS, TES, SPBES, BPES, GESMES, MES)	
	1:30 - 5:00 PM	ALS Teachers (CLCs) VNHSE and VNHSW	

SECONDARY SCHOOLS (Teaching and Non-Teaching)			
September 24 - 25, 2025 (Wednesday - Thursday)	8:30 – 12:00 PM	ISNHS (during vacant time to avoid	
, , , , , , , , , , , , , , , , , , , ,	1:30 - 5:00 PM	disruption of classes)	









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