



MEMORANDUM

Order No. **076**

TO : ^K **ALL PLANTILLA AND CONTRACT OF SERVICE PERSONNEL**
This Ministry

SUBJECT : **SUBMISSION OF OFFICE, DIVISION AND INDIVIDUAL PERFORMANCE COMMITMENT REVIEW (OPCR, DPCR, IPCR) FOR THE 2ND SEMESTER**

DATE : **JULY 01, 2024 | DHUL-HIJJAH 25, 1445 AH**

- As part of our strategic performance management system of this ministry, all MOST employees are hereby requested to submit the following performance commitment reviews:
 - OFFICE PERFORMANCE COMMITMENT REVIEW (OPCR)-** to be submitted by Director of each service.
 - DIVISION PERFORMANCE COMMITMENT REVIEW (DPCR)-** to be submitted by Chief of Division
 - INDIVIDUAL PERFORMANCE COMMITMENT REVIEW (IPCR)-** to be transmitted by rank and file employee specifically Plantilla and Contract of Service Personnel (CoSP).
- Please ensure that the signed hard copies are submitted to the Human Resource Management Section on or before **July 10, 2024 (Wednesday) at 5:00 pm.**
- Your cooperation and pro-active involvement in this process are highly appreciated as we strive for the improvement of each personnel and the overall success of the Ministry.
- For information, guidance and strict compliance.


ENGR. AIDA M. SILONGAN, MAPDS
Minister

