



Republic of the Philippines
Tourism Infrastructure & Enterprise Zone Authority

MEMORANDUM

FOR : THE OFFICE OF THE CHIEF OPERATING OFFICER
ALL ASSISTANT CHIEF OPERATING OFFICERS
ALL DEPARTMENT MANAGERS/OFFICE HEADS
ALL DIVISION MANAGERS

FROM : 
THE MANAGER
Administrative Services Department

SUBJECT : REVISED SPMS FORMS SUBMISSION REMINDERS

DATE : 27 SEPTEMBER 2021

Relative to the pilot-testing of our revised SPMS forms, everyone is enjoined to review, discuss and fill-up the revised DPCR and IPCR Commitment forms together, using the revised OPCR as a basis for the DPCR/IPCR strategic, core and/or support outputs, in addition to other performance targets that are assigned to your personnel.

We have attached the updated SPMS forms for your reference.

Be advised that the submission to HRSD of the revised DPCR and IPCR Commitment forms for July to December 2021 will be on **Thursday, 7 October 2021**.

Should you have questions/clarifications or need guidance on how to fill-up the forms, please send us an email at adminservices@tieza.gov.ph or contact us through our group chat.

For everyone's information and guidance.