



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

24 JUNE 2020

DIVISION MEMORANDUM

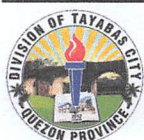
No. 123 s. 2020

**UPDATES ON THE RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM
 FOR SCHOOL YEARS 2019-2020 AND 2020-2021**

To: OIC-Assistant Schools Division Superintendent
 Chief Education Supervisors
 Heads, Public Elementary and Secondary Schools
 Heads, Unit/Section
 All Others Concerned

1. With reference to DM-PHRODFO-2020-00199, **Updates on the Results-based Performance Management System for School Years 2019-2020 and 2020-2021**, this office would like to direct all school heads and all concerned to resume the RPMS Portfolio submission and evaluation with calibrated Efficiency component as stipulated in **DM No.45, s. 2020**, and the data collection and consolidation of IPCRF rating for school-based personnel following the adjusted timeline (see Annex A)
2. Meanwhile, the commencement of the RPMS Cycle for SY 2020-2021 shall resume only until comprehensive guidelines are issued. Attached is the preliminary guidelines relative to the next cycle (see Annex b)
3. In the said submission and evaluation, this Office reiterates that all concerned employ all possible and available modalities, as per quarantine declarations by IATF and by the Alternative Work Arrangement (AWA) issuances by the Department.
4. Attached is the complete reference.
5. Immediate and wide dissemination of this Memorandum is desired.

ANIANO M. OGAYON, CESO V
 Schools Division Superintendent



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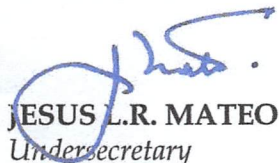
Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

MEMORANDUM

DM-PHRODFO-2020-00199

TO: Minister of Basic, Higher, and Technical Education, *BARMM*
Regional Directors
Schools Division Superintendents
Public Elementary and Secondary School Heads
All Others Concerned

FROM: 
JESUS L.R. MATEO
Undersecretary

SUBJECT: *Updates on the Results-based Performance Management System for School Years 2019-2020 and 2020-2021*

DATE: 16 June 2020

This has reference to Section 10.j of DepEd Order (DO) No. 11, s. 2020 titled **Revised Guidelines on Alternative Work Arrangements in the Department of Education During the Period of State of National Emergency due to COVID-19 Pandemic** indicating the completion of the Results-based Performance Management System (RPMS) requirements of the School Year (SY) 2019-2020 as one of the work priorities anchored on the operationalization of the Basic Education Learning Continuity Plan (BE-LCP) and School Calendar and Activities for SY 2020-2021.

In view of the above, all DepEd schools can resume the RPMS Portfolio submission and evaluation with recalibrated Efficiency component stipulated in DepEd Memorandum (DM) No. 45, s. 2020, and the data collection and consolidation of IPCR rating for school-based personnel following the adjusted timeline (see Annex A). Meanwhile, the commencement of the RPMS Cycle for SY 2020-2021 shall resume only until comprehensive guidelines are issued. Attached is the preliminary guidelines relative to the next cycle (see Annex B).

Guided by the community quarantine declarations in the different areas of the country and by the alternative work arrangement (AWA) issuances by the Department, all Schools Division Superintendents (SDSs) and school heads are directed to employ all possible and available modalities in the resumption of RPMS Portfolio submission and evaluation with due diligence and caution following protocols:

1. Alternative strategies and online platforms shall be utilized.
2. In cases when physically reporting to school is necessary (e.g. retrieval of Means of Verifications (MOVs) from school premises, face-to-face assessment), minimum public health standards and stringent physical distancing measures shall be strictly observed.

Technical support and utmost consideration to school-based personnel who may encounter logistical challenges (i.e. transportation, challenges of the vulnerable groups, etc.) in the performance of duties to comply with this Memorandum is expected from the school heads. **Priority shall be given to the conduct of year-end assessment of Senior High School (SHS) teachers on provisional status in view of the renewal of their respective appointments, subject to applicable DepEd guidelines and Civil Service Commission (CSC) rules and regulations.**

The prescribed Individual Performance and Commitment Review Form (IPCRF) for teachers and the User's Guide of the entire IPCRF Data Collection System for SY 2019-2020, from accomplishment and submission to monitoring of submission, can be accessed at <http://deped.in/IPCRFEncode20192020>. All public elementary and secondary school heads are requested to register their nominated school-based IPCRF uploaders by accessing the link: <http://bit.ly/IPCRFUserRegistration> and accomplishing all required information in the Google form **on or before 6 July 2020**. Other materials such as RPMS-Philippine Professional Standards for Teachers (PPST) Materials, including tools, forms, and other support materials, for SY 2019-2020 can be accessed at <http://deped.in/RPMSPPSTSY20192020>.

For more information, please contact the **Bureau of Human Resource and Organizational Development-Human Resource Development Division (BHROD-HRDD)**, 4th Floor Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email addresses bhrod.hrdd@deped.gov.ph and helpdesk.rpms@deped.gov.ph or at telephone number (02) 8470-6630.

For information and guidance.

ANNEX A

ADJUSTED SCHEDULE OF RPMS SY 2019-2020 YEAR-END ACTIVITIES FOR SCHOOL-BASED PERSONNEL

A. Teaching Personnel

| Governance Level | Focal Office/Person | Task/Activity | Schedule | |
|-------------------------------|---|--|-------------------------|-------------------------|
| | | | Start | End |
| Schools | Ratee | <ul style="list-style-type: none">Finalization of Ratee’s RPMS Portfolio | 4th week of June 2020 | 4th week of July 2020 |
| | Rater (e.g. Master Teacher, School Head) | <ul style="list-style-type: none">Submission and Rater’s Evaluation of the RPMS PortfolioRatee-Rater Accomplishment of IPCRF and Agreement on Final IPCR rating (*)Development Planning by Ratee (**)Ratee-Rater Conference to Discuss Phase IV IPCRF-DP | | |
| | (*) a. Ratee accomplishes Parts 1 and 2 of the Encoding tab of the e-IPCRF b. Ratee and Rater agree on the Q, E, T ratings; and Ratee clicks the <i>Finalize</i> button of Parts 1 and 2 of the Encoding tab (**) Ratee accomplishes Part 4 of the e-IPCRF and submits the final copy to Rater for final verification | | | |
| | School Head | <ul style="list-style-type: none">Harvesting of electronic and printed IPCRFs of all teachersSubmission of electronic IPCRFs to the CO via online IPCRF Data Collection System (https://bit.ly/IPCRFSystemSubmit) and printed IPCRFs to SDO for signing of Approving Authority and/or for filing | 1st week of August 2020 | 3rd week of August 2020 |
| Schools Division Office (SDO) | Human Resource Development Section (SDO-HRDS), School Governance and Operations Division (SGOD) Chief | <ul style="list-style-type: none">Monitoring of IPCRF submission of schools (https://bit.ly/IPCRFMonitoring) | | |

| | | | | |
|----------------------|--|---|-------------------------|----------------------------|
| Regional Office (RO) | Regional Human Resource Development Division (RO-HRDD), HRDD Chief | <ul style="list-style-type: none"> Monitoring of IPCRF submission of SDOs (https://bit.ly/IPCRFMonitoring) | | |
| Central Office (CO) | Bureau of Human Resource and Organizational Development-Human Resource Development Division (BHROD-HRDD) National Educators Academy of the Philippines-Performance Management Unit and Professional Development Division (NEAP-PMU, NEAP-PDD) | <ul style="list-style-type: none"> Monitoring of IPCRF submission Analysis and Interpretation of national IPCRF Data Submission of RPMS Data analysis and interpretation results to NEAP for HR development planning | 4th week of August 2020 | 4th week of September 2020 |

B. Non-Teaching Personnel

| Governance Level | Focal Office/Person | Task/Activity | Schedule | |
|------------------|---------------------|--|-----------------------|-------------------------|
| | | | Start | End |
| Schools | Ratee | <ul style="list-style-type: none"> Finalization of Ratee's RPMS Portfolio Submission and Rater's Evaluation of the RPMS Portfolio Ratee-Rater Accomplishment of IPCRF and Agreement on Final IPCR rating Development Planning by Ratee Ratee-Rater Conference to Discuss Phase IV IPCRF-Development Plan Harvesting of printed IPCRFs of all ratees Submission to SDO for signing of Approving Authority and for filing | 4th week of June 2020 | 3rd week of August 2020 |
| | Rater | | | |

ANNEX B

PRELIMINARY GUIDELINES RELATIVE TO RPMS SY 2020-2021 FOR SCHOOL-BASED PERSONNEL

A. General

1. The Department of Education (DepEd) maintains the advice to wait for the issuance of the comprehensive guidelines on the performance of RPMS 2020-2021 activities for school-based personnel.
2. The guidelines set to be released shall primarily consider the Basic Education Learning Continuity Plan (BE-LCP), including the available learning delivery modalities in the entire country; the new guidelines on work arrangements for officials, teaching and non-teaching personnel in all its offices, units and schools; and the consequent adjustments in the protocols and timelines.
3. The orientations, trainings, and capacity building activities shall employ the most appropriate delivery modality, while strictly observing minimum public health standards and stringent physical distancing measures, consistent with the policies set forth by the Office of the President (OP), the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF), and other related DepEd-issued policies.

B. Teaching Personnel

1. In view of the DM-PHRODFO-2020-00154 dated 27 April 2020 titled *Update on the Conduct of Regional/Division Capacity Building for Raters on the Next 12 Philippine Professional Standards for Teachers (PPST) Indicators of the Results-based Performance Management System (RPMS) for SY 2020-2021*, the capacity building activities shall resume as soon as the RPMS tools and other RPMS-related forms and support materials are released in support to the new guidelines on RPMS 2020-2021.

C. Non-Teaching Personnel

1. School heads are advised to assist all non-teaching personnel in the performance target setting, development of IPCRF, and initial development planning during the Phase I of the RPMS Cycle, SY 2020-2021.