



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

DIVISION MEMORANDUM
No. 297, s. 2020

June 17, 2020

**ORIENTATION ON THE INDIVIDUAL PERFORMANCE COMMITMENT AND
REVIEW FORM (IPCRF) DATA COLLECTION SYSTEM FOR SCHOOL YEAR
(SY) 2019-2020**

To: SGOD Chief
Division RPMS-PPST Focal Person
SEPS-HRD
EPS II-HRD
Division ITO
Public Schools District Supervisors
Public School Heads
Public School ICT Coordinators

1. This is in reference to Memorandum DM-PHRODFO-2020-00162 dated April 30, 2020 signed by Jesus R. Mateo, Undersecretary, re: Webinar: The Individual Performance Commitment and Review Form (IPCRF) Data Collection System for School Year (SY) 2019-2020.
2. This Office will conduct the same activity on June 26, 2020 at 2:00-4:00PM to all DepEd Personnel who are involved in the Results-Based Performance Management System (RPMS) in implementing the Phase III of the RPMS Cycle which includes year-end review, evaluation of RPMS portfolio, and computation of the final rating for SY 2019-2020 amid the COVID-19 situation and while transitioning to the new normal.
3. It is essential that concerned personnel are adept in:
 1. Accomplishing the electronic IPCRF;
 2. Submitting the IPCRFs of teachers via online; and
 3. Monitoring the submission of the IPCRFs of teachers via online
4. To make the orientation easier and faster, the participants are encouraged to read and view in advance the Google Drive IPCRF Materials so that only issues and concerns shall be discussed on the schedule mentioned above. The Google Drive to access the materials are: <http://deped.in/IPCRFWebinarMaterial> or <https://drive.google.com/drive/u/2/folders/1fd892s3H1haaAUOQzs3HcYvMbaWmUKI5>
5. To join the orientation, log in to <https://meet.google.com/wgp-rumo-ryh>.
6. Attached herein is the Indicative Program of Activities for your reference.



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Digos City

**ORIENTATION ON THE INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW
FORM (IPCRF) DATA COLLECTION SYSTEM FOR SCHOOL YEAR
(SY) 2019-2020**
June 26, 2020
Friday, 2:00-4:00PM

TIME	ACTIVITY	OBJECTIVE	FACILITATOR
1:30-1:50 2:00-2:15	Pre-Checking of Attendance Preliminaries -Philippine National Anthem -Prayer -Roll Call -Message	To set/prepare the mood of the participants and to open the program	HRD -Cristy C. Epe Schools Division Superintendent
2:15-2: 2:20	Rationale	To state the rationale of the activity	-Sollie B. Oliver Chief ES SGOD
2:20-3:50	Issues and Concerns in IPCRF 2019-2020	To answer the issues and concerns	
3:50-4:00	Closing Program		HRD



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Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

MEMORANDUM
DM-PHRODFO-2020-00162

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

FROM: 
JESUS L.R. MATEO
Undersecretary

SUBJECT: *Webinar: The Individual Performance Commitment and Review Form (IPCRF) Data Collection System for School Year (SY) 2019-2020*

DATE: 30 April 2020

The Department of Education (DepEd), through the Bureau of Human Resource and Organizational Development-Human Resource Development Division (BHROD-HRDD), is committed to prepare our teachers, raters, and other DepEd personnel who are involved in the Results-based Performance Management System (RPMS) in implementing the Phase III of the RPMS Cycle which includes year-end review, evaluation of RPMS portfolio, and computation of final rating for School Year (SY) 2019-2020 amid the COVID-19 situation and while transitioning to the new normal.

In Phase III of the RPMS Cycle, it is essential that concerned personnel are adept in:

- accomplishing the electronic Individual Performance Commitment and Review Form (IPCRF);
- submitting the IPCRFs of teachers via online; and
- monitoring the submission of the IPCRFs of teachers via online

In view of this, the BHROD-HRDD is sponsoring a **Webinar** titled **The IPCRF Data Collection System for SY 2019-2020** in four (4) batches via **Google Meet**.

Batch	Date	Time	Participants (Regions)
1	12 May 2020	9:00a.m.-11:00a.m	CAR, NCR, Region I, Region II
2	12 May 2020	2:00p.m-4:00p.m	Regions III, IV-A, IV-B, V
3	14 May 2020	9:00a.m.-11:00a.m	Regions VI, VII, VIII
4	14 May 2020	2:00p.m-4:00p.m	Caraga, BARMM, Regions IX, X, XI, XII



The expected participants are the following:

A. Regional Offices (3 participants each)

1. HRDD Chief
2. RPMS Focal
3. Information Technology Officer (ITO)

B. Schools Division Offices (3 participants each)

1. SGOD Chief or Senior Education Program Specialist (SEPS) of HRD Section
2. RPMS Focal
3. Information Technology Officer (ITO)

The identified participants are instructed to accomplish the Google form, access at: <http://bit.ly/IPCRFWebinar> for online registration to the Webinar. The regional and schools division offices are requested to ensure that only the identified participants register online, and that they register on or before **11 May 2020, 5:00p.m.** The meeting details, including the meeting link, will be sent to the participant's email address.

Attached is the official announcement poster of the Google Meet Webinar (see Annex).

For inquiries and clarifications, please contact Mr. Angelo Uy or Mr. Carlos Llamas III of BHROD-HRDD at telephone no: (02) 8470-6630 or email address: angelo.uy@deped.gov.ph and carlos.llamas@deped.gov.ph.

For information and appropriate action.