



Republic of the Philippines  
**Department of Education**  
REGION II - CAGAYAN VALLEY  
SCHOOLS DIVISION OF BATANES

18 July 2023

**DIVISION MEMORANDUM**

No. 202, s. 2023

**SUBMISSION AND UPLOADING OF THE ELECTRONIC INDIVIDUAL  
PERFORMANCE COMMITMENT AND REVIEW FORM (eIPCRF) FOR DATA  
COLLECTION AND CONSOLIDATION**

To: Chief Education Supervisors  
SDO Section/Unit Heads  
Elementary and Secondary School Heads  
This Schools Division

1. In compliance to the implementation of the DepEd Order No. 008, s. 2023 titled *"Multi-year Guidelines on the Results-Based Performance Management System-Philippine Professional Standards for Teachers"* and DM-OUHROD-2023-0927 with subject as the *"Release of the Official Electronic IPCRF and Online IPCRF Consolidation System for the Multi-year RPMS-PPST of Teachers,"* this Office directs all elementary and secondary schools to comply on the aforementioned issuances.
2. The timeline of finalization, encoding the IPCRF Data into the eIPCRF Tool, its consolidation and submission shall be scheduled as follows:

Task/Activity	Tools	Person(s) Responsible	Schedule
Finalization of the IPCRF – Individual Development Plans	IPCRF – IDP	Ratees	July 14, 2023
Submission of IPCRF to Raters and Presentation of MOVs	Accomplished IPCRF with complete signatures of Rater and Approving Authority	Ratees	July 26, 2023
Uploading of the eIPCRF to the system link	eIPCRF of all Ratees	School ICT Coordinator / School Head / School Principal	July 17-18 & July 24-25 (Mondays-Tuesdays) July 19 & 26, 2023 (Wednesdays)



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**MATATAG**  
Batang Makabata Batang Makabansa

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IPCRF Data Collection to Schools Division Office	Printed summary of the eIPCRF consolidated data	School ICT Coordinator/ School Head / School Principal	July 28, 2023
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3. Further, to access the system link in uploading the eIPCRF can be accessed through the link: <https://eipcrf.deped.gov.ph>, using the DepEd School E-mail account. For more information and downloading of electronic tools, you may access the link through the QR code provided or through the link: [bit.ly/SDOBatanesIPCRF](http://bit.ly/SDOBatanesIPCRF).




4. For assistance in uploading and other technical issues, you may contact Ms. Araceli G. Puno, *Information Technology Officer* via messenger.

5. Compliance with this issuance shall be monitored by the Human Resource Development (HRD) Section and the Information Technology Office (ITO).

6. For information, guidance, and strict compliance of all concerned.

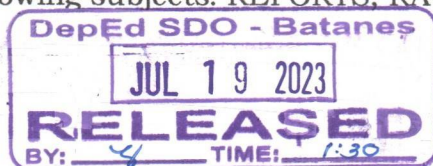
**ALFREDO B. GUMARU JR. EdD, CESO V**  
Schools Division Superintendent

For the SDS

  
**GEORGIANN G. CARIASO**  
Assistant Schools Division Superintendent

Encl: as stated  
References: DM-OUHROD-2023-0932  
DM-OUHROD-2023-0927  
DM No. 008, s. 2023

To be indicated in the Perpetual Index  
Under the following subjects: REPORTS, RATINGS



SGOD/myn/kchm

RN-07-23-071



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