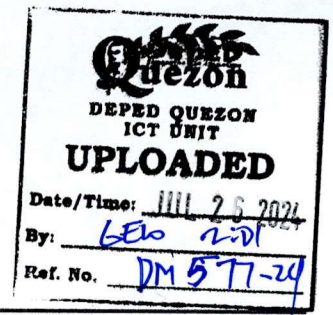




Republic of the Philippines  
**Department of Education**  
 Region IV-A  
 SCHOOLS DIVISION OF QUEZON PROVINCE



23 July 2024

**DIVISION MEMORANDUM**  
 DM No. 577, s. 2024

**GUIDANCE ON THE IMPLEMENTATION OF DEPED RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS) RELATIVE TO EXECUTIVE ORDER NO. 61, S. 2024**

**To:** Assistant Schools Division Superintendents  
 Division and School Performance Management Team Members  
 Public Elementary and Secondary School Heads  
 All Others Concerned

1. The DepEd released **DM-OSEC-2024-01**, titled **"GUIDANCE ON THE IMPLEMENTATION OF DEPED RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS) RELATIVE TO EXECUTIVE ORDER NO. 61, S. 2024,"** which is self-explanatory.
2. The provisions of **Division Memorandum 407, S. 2024: CONDUCT OF YEAR-END PERFORMANCE MANAGEMENT REVIEW AND SUBMISSION OF OFFICE AND INDIVIDUAL PERFORMANCE COMMITMENT FORMS (OPCRF/IPCRF) FOR SCHOOL-BASED PERSONNEL** shall remain in effect, except for those conflicting with DM-OSEC-2024-01. The Division timeline shall be rescheduled as follows:

Activities	Timelines
Calibration, Validation and Submission of OPCRf (School Head)/ IPCRF (Head teacher – Dept. Head/ Master Teacher) to the ASDS Office <b>for signature (ONE DTS per IPCRF/OPCRF)</b>	Until September 15, 2024
Submission of IPCRF and Uploading of teachers' eIPCRF thru eIPCRF System	Until September 30, 2024

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
 Trunkline #: (042) 784-0366, (042) 784-0164,  
 (042) 784-0391, (042) 784-0321

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Activities	Timelines
Submission of scanned, consolidated and <b>signed OPCRf</b> (in PDF with file name: OPCRf23-24_District Name_School Name) via <b><u>sdo.quezon.opcrf@deped.gov.ph</u></b> , <b><u>sdo.quezon.planning@deped.gov.ph</u></b> and <b><u>sdo.quezon.personnel@deped.gov.ph</u></b>  *Note: Only the district shall submit the consolidated files using the email subject OPCRf 2023-2024_District Name. The total number of school shall match the total submitted OPCRf in PDF	Until September 30, 2024

3. Immediate dissemination of and strict compliance to this Memorandum is desired.

**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

Parmjdf07/23/2024

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Republic of the Philippines  
**Department of Education**  
OFFICE OF THE SECRETARY

**MEMORANDUM**  
**DM-OSEC-2024- 01**

FOR : **Undersecretaries**  
**Assistant Secretaries**  
**Bureau and Service Directors**  
**Regional Directors**  
**Schools Division Superintendents**  
**Public Elementary and Secondary School Heads**  
**All Others Concerned**

ATTENTION : **Performance Management Teams in All Governance Levels**

FROM :  **SONNY M. ANGARA**  
*Secretary*  

SUBJECT : **GUIDANCE ON THE IMPLEMENTATION OF DEPED RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS) RELATIVE TO EXECUTIVE ORDER NO. 61 (S. 2024)**

DATE : 22 July 2024

1. With reference to the Executive Order (EO) No. 61, s. 2024 titled, '*Suspending the Implementation of Administrative Order No. 25 (s. 2011) and Executive Order No. 80 (s. 2012), As Amended*' dated 3 June 2024, this is to announce the **suspension of the implementation of the Results-Based Performance Management System (RPMS) for all DepEd school-based personnel for the upcoming SY 2024-2025**. All activities related to RPMS at the school level, including performance planning and commitment, monitoring, assessment, and evaluation of the school and individual personnel (i.e., school heads, teachers, and non-teaching personnel at the school level), shall be suspended until further notice.
2. While the Department understands the importance of performance management in achieving educational goals, it also recognizes the need for all its schools and school personnel, particularly teachers, to focus on the preparations for the opening of classes for SY 2024-2025. Furthermore, aligned with the objectives of EO No. 61, this suspension aims to review and study the implementation of RPMS at the school level with the goal of streamlining, improving, and simplifying processes and requirements, supporting the direction of the Department to reduce the tasks of teachers by rationalizing their workload.

However, it should be emphasized that the **results of the performance evaluation RPMS Office Performance Commitment and Rating Form (OPCRF)**

and **Individual Performance Commitment and Review Form (IPCRF)** ratings remain as requirements for particular human resource (HR) actions and personnel benefits, both monetary and non-monetary performance-related incentives, such as step increments, mid-year and year-end bonuses, promotion, awards and recognition, educational support, training opportunities, and other related official travels.

- Hence, the **submission of OPCRf and IPCRF ratings of school-based personnel for SY 2023-2024 shall still be required.** This is to avoid possible grounds for disqualification of school-based personnel from monetary and non-monetary performance-related incentives.
- In view of the foregoing and to provide DepEd schools and school-based personnel ample time to perform RPMS-related activities, an adjusted and revised RPMS Timeline for SY 2023-2024 shall be provided as follows:

	<b>SY 2023-2024 RPMS Cycle Phase</b>	<b>Task/Activity</b>	<b>RPMS Tool/Form</b>	<b>Person/s Involved</b>	<b>Extended Schedule</b>
<b>School-based Personnel</b>  <i>(school heads, teachers, and non-teaching personnel in schools)</i>	<b>PHASE III</b> Performance Review and Evaluation	Review and assessment of individual performance	IPCRF for SY 2023-2024  <i>(For teachers, use eIPCRF tool; download at <a href="http://bit.ly/eIPCRFSY20232024">http://bit.ly/eIPCRFSY20232024</a>)</i>	Ratees <i>(teachers, non-teaching personnel),</i>  Raters, Approving Authorities	Until September 15, 2024
		Review and assessment of school performance	OPCRF	Ratees <i>(school head),</i> Raters, Approving Authorities	Until September 15, 2024
	<b>PHASE IV</b> Performance Rewarding and Development Planning	Finalization of Development Plans	IPCRF-IDP  OPCRF- Development Plan	Ratees <i>(teachers, non-teaching personnel)</i>  Ratees <i>(school heads)</i>	Until September 15, 2024
		Submission IPCRF and Uploading of Teachers' eIPCRF thru eIPCRF System	Accomplished IPCRF for SY 2023-2024  eIPCRF Consolidation System <i>(for teachers, submit through eIPCRF online submission; access at <a href="http://eipcrf.deped.gov.ph">http://eipcrf.deped.gov.ph</a>)</i>	Ratees and Raters	Until September 30, 2024
		Submission of OPCRf to SDO	Accomplished OPCRf	Ratees <i>(school heads)</i>	Until September 30, 2024

- Finally, the implementation of FY 2024 RPMS for non-school based personnel in the DepEd Central Office (CO), Regional Offices (RO), and Schools Division Offices (SDO) shall continue to be in force. The existing guidelines and issuances governing the accomplishment of OPCRf and IPCRF of non-school based personnel shall remain in effect.

6. This Memorandum is issued to clarify the implementation of EO No. 61 relative to the implementation of DepEd RPMS. This is to ensure continuous improvement of the DepEd performance management system while remaining consistent with the response of the Civil Service Commission (CSC) to DepEd's inquiry on the same, through CSC letter dated 27 June 2024, by which it clarifies that:

*“[...] The provisions of AO No. 25 and EO No. 61 about RBPMS is a performance management system that focuses on the performance of government agencies. The CSC's SPMS and CESB's CESPES are aligned to the RBPMS for purposes of ensuring seamless implementation of the performance management of agencies vis-à-vis their mandates and strategic objectives/goals.*

*The **SPMS should be distinguished from the RBPMS** as the former is a performance management system that focuses on individual's performance and its alignment with the agency's organizational vision, mission, and goals, while the latter is focused on performance management of government agencies.*

*Accordingly, the suspension of the RBPMS and PBI System and other relevant issuances related thereto pursuant to EO No. 61, s. 2024, **is deemed not to affect the implementation of the SPMS as required by law (EO No. 292).***

***Agencies are advised to continue with the implementation of their existing CSC-approved agency SPMS** to monitor and evaluate the employees' work performance that aligned to their agencies' mandates, functions, and commitments.”*

7. Further guidance and updates regarding DepEd RPMS will be provided as necessary.
8. For more information, please contact the **Bureau of Human Resource and Organizational Development (BHROD-HRDD)**, 4<sup>th</sup> Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph) or at telephone number (02) 8470-6630.
9. For immediate dissemination and strict compliance.