



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

September 5, 2023

DIVISION MEMORANDUM

No. 235, s. 2023

**REITERATING THE RESULT-BASED PERFORMANCE MONITORING SYSTEM
(RPMS) CYCLE PHASES FOR THE SCHOOL YEAR 2023-2024**

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

1. In consonance 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", this Office reminds all elementary and secondary schools to comply on the aforementioned issuance.
2. The timeline for the RPMS Cycle along with its activities and schedule are presented on the figure below:

RPMS Cycle Phase	Task/Activity	Tools	Person(s) Responsible	Schedule
PHASE 1 Performance Planning and Commitment	Discussion of RPMS-PPST Tools and Self-Assessment with Initial Individual Development Planning (IDP)	1. RPMS Manual for Teachers and School Heads	Raters	Month before the start of the School Year
		2. Electronic-Self Assessment Tool (eSAT)	Ratees Ratees	1 st to 2 nd month of Quarter 1
		3. IPCRF Part IV – IDP		
PHASE 2 Performance Monitoring and Coaching (PMC)	Classroom Observation	1. COT Forms	Ratees and Raters	4 classroom observation Within the SY
	PMC Form Accomplishment	2. PMC Forms	Raters	At least once every quarter
	Mid-Year Review and Assessment & Revisiting of IDPs	3. Draft IPCR-IDP	Ratees Raters	Within the 5 th or 6 th month of the SY
		4. PMC Forms		

	Mid-Year Review and Assessment & Revisiting of IDPs	4. PMC Forms		Within the 5 th or 6 th month of the SY
PHASE 3 Performance Review and Evaluation	Performance Assessment of Teachers	IPCRF Teacher's Portfolio	Raters, Ratees, Approving Authorities	At least a week after scheduled graduation
PHASE 4 Performance Rewarding and Development Planning	Finalization of IDPs	IPCRF-IDP	Ratees and Raters	At least a week after scheduled graduation
	Submission of IPCRF to Raters IPCRF Data Collection to SDO	Accomplished IPCRF with Complete Signatures	Ratees and Raters	At least a month after scheduled Graduation

3. The Official Electronic Self-Assessment Tool (e-SAT) for Proficient and Highly Proficient Teachers for SY 2023-2024 can be downloaded through this link: bit.ly/electronicSAT using the DepEd e-mail.

4. Anent to this, all ratees (Proficient and Highly Proficient teachers) are required to accomplish the aforementioned tool within the set schedule to be consolidated by the ICT Coordinator.

5. On the other hand, in connection to DM No. 202, s. 2023 titled *Submission and Uploading the Electronic IPCRF for Data Collection and Consolidation*, the system has extended the deadline of uploading to **September 15, 2023**.

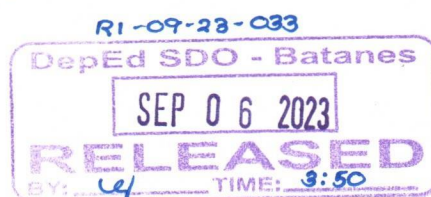
6. For information, guidance, and strict compliance of all concerned.


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

Encl: as stated
References: DM No. 008, s. 2023
Div. Memo. No. 202, s. 2023

To be indicated in the Perpetual Index
Under the following subjects:

REPORTS, RATINGS



SGOD/myn/kchm



 Address: Basco, Batanes, 3900
 Contact No.: 09603974200
 Email Address: batanes@deped.gov.ph
 Facebook: facebook.com/deped.batanes
 Website: <https://batanes.deped.gov.ph>

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