



Republic of the Philippines  
Department of Education  
REGION VI- Western Visayas  
SCHOOLS DIVISION OF SAGAY CITY

OCT 09 2024

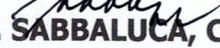
DIVISION MEMORANDUM

No. 636, s. 2024

CLARIFICATION ON THE CONDUCT OF CLASSROOM OBSERVATION FOR  
TEACHERS AND SUBMISSION OF E-IPCRF FOR SCHOOL YEAR 2023-2024

To: Assistant Schools Division Superintendent  
Chief Education Supervisors of CID & SGOD  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

- Enclosed is Regional Memorandum No. 906, s. 2024 and DepEd Memorandum DM-OUHROD-2024-1931 titled Clarification on the Conduct of Classroom Observation for Teachers and Submission of e-IPCRF for School Year 2023-2024, signed by RD Ramir B. Uytico, CESO III and Wilfredo E. Cabral, CESO III, Regional Director, Officer-In-Charge, Office of the Undersecretary for Human Resource and Organizational Development, DepEd-Central Office, respectively which is self-explanatory, for the information and guidance of all concerned.
- Preferential attention is invited to the following:
  - On the conduct of classroom observation for teachers, please note that for School Year 2024-2025, all RPMS-related activities at the school level, including classroom observation and portfolio assessments, are suspended until further notice. However, non-rated classroom observations that are developmental and formative in nature for purposes of instructional supervision and technical assistance may still be conducted.
  - On the submission of e-IPCRF of teachers for School Year 2023-2024, the deadline for the submission and uploading of the accomplished e-IPCRF of teachers for SY 2023-2024, as provided in item 4 of DM-OSEC-2024-01, has been extended to **October 18 and 31, 2024**.
  - To efficiently manage system users, a scheduled uploading by region shall be implemented. For the National Capital Region (NCR), the schedule will be October 14-18, 2024.
- For easy reference, please use the following links:
  - e-IPCRF for teachers: <https://bit.ly/eIPCRFSY20232024>
  - Online e-IPCRF System: <https://eipcrf.deped.gov.ph>
- Immediate and wide dissemination of this Memorandum is desired.

  
**MARSETTE D. SABBALUGA, CESO VI**  
Schools Division Superintendent



Enclosure :  
Reference :  
Allotment : N/A  
No. of Pages : 4

To be indicate in the **Perpetual Index** under the following subjects:  
**PERFORMANCE RATINGS** **RPMS**



Republic of the Philippines  
**Department of Education**  
REGION VI-WESTERN VISAYAS

OCT 03 2024


**REGIONAL MEMORANDUM**

No. 906, s. 2024

**CLARIFICATION ON THE CONDUCT OF CLASSROOM OBSERVATION  
FOR TEACHERS AND SUBMISSION OF E-IPCRF FOR SY 2023-2024**

To: Assistant Regional Director  
Schools Division Superintendents  
All Others Concerned

1. Attached is Memorandum DM-OUHROD-2024-1931 dated September 25, 2024 signed by **Wilfredo E. Cabral**, Regional Director, Officer-In-Charge, Office of the Undersecretary, Human Resource and Organizational Development titled **"Clarification on the Conduct of Classroom Observation for Teachers and Submission of E-IPCRF for SY 2023-2024."**
2. Immediate dissemination of and compliance with this Memorandum are desired.

  
**RAMIR B. UYTICO EdD, CESO III**  
Regional Director

Encl.: As stated

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

CLASSES  
RATINGS

CLASSROOM  
SCHOOLS

PERFORMANCE  
TEACHERS

ADG/ASD-PS-RM-062  
October 01, 2024



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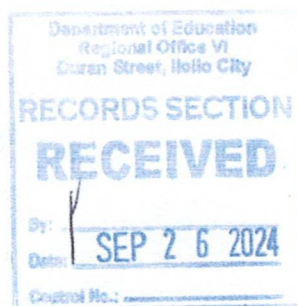
Office of the Regional Director  
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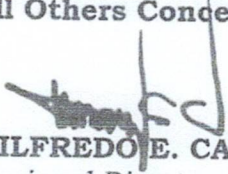
Republika ng Pilipinas  
**Department of Education**

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



**MEMORANDUM**  
**DM-OUHROD-2024-1931**

**TO :** Regional Directors  
Schools Division Superintendents  
Public Elementary and Secondary Schools  
All Others Concerned

**FROM :**  **WILFREDO E. CABRAL**  
Regional Director,  
Officer-In-Charge, Office of the Undersecretary  
Human Resource and Organizational Development

**SUBJECT :** CLARIFICATION ON THE CONDUCT OF CLASSROOM  
OBSERVATION FOR TEACHERS AND SUBMISSION OF E-IPCRF  
FOR SY 2023-2024

**DATE :** 25 September 2024

In reference to DM-OSEC-2024-01, *Guidance on the Implementation of DepEd Results-based Performance Management System (RPMS) Relative to Executive Order No. 61 (s. 2024)*, the provisions regarding classroom observation for teachers are reiterated, with additional clarification provided below. Further instructions on the submission of the e-IPRF for SY 2023-2024 are also provided:

**On the conduct of classroom observation for teachers:**

- For SY 2024-2025, all RPMS-related activities at the school level, including classroom observation and portfolio assessments, are suspended until further notice.**
- However, non-rated classroom observations that are developmental and formative in nature for purposes of instructional supervision and technical assistance may still be conducted.

**On the submission of e-IPCRF of teachers for SY 2023-2024:**

- The **deadline for the submission and uploading of the accomplished e-IPCRF of teachers for SY 2023-2024**, as provided in item 4 of DM-OSEC-2024-01, **has been extended to October 31, 2024.**

- d. The extension is intended to provide schools ample time to complete submission of e-IPCRFs while the system is being optimized to accommodate bulk users at the same time.
- e. To efficiently manage system users, a scheduled uploading by region shall be implemented. Please refer to table below for the schedule.

Region	Schedule
CAR Region I Region II Region VII Region IX Region XI	September 30 – October 4, 2024
Region III Region IV-A Region VIII Region XII Region X	October 7-11, 2024
NCR Region IV-B Region V Region VI Region XIII	October 14-18, 2024
All remaining schools	October 21-31, 2024

- f. For reference, please use the following links:
  - e-IPCRF for teachers: <https://bit.ly/eIPCRFSY20232024>
  - Online e-IPCRF System: <https://eipcrf.deped.gov.ph>
- g. For any issues and concerns related to the uploading of eIPCRFs or use of the online system, kindly refer to the Frequently Asked Questions (FAQs) sheet available at <https://bit.ly/eIPCRFFAQ> or contact us via email at [helpdesk.rpms@deped.gov.ph](mailto:helpdesk.rpms@deped.gov.ph).

For your information and appropriate action.

Copy furnished:

Office of the Secretary