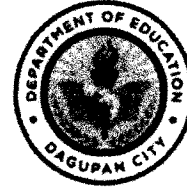
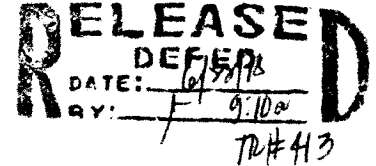




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region I
SCHOOLS DIVISION OFFICE
DAGUPAN CITY



Division Memo No. 222 s. 2018



To : **Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
School Principals/Heads
Public Elementary and Secondary Schools**

From : **Office of the Schools Division Superintendent**

Date : **June 21, 2018**

Subject: **RPMS Cycle for School Heads for SY 2018-2019**

DepEd Order No. 2, s. 2015 provides for the guidelines in the implementation of the Results-Based Performance Management System (RPMS) for the Department of Education. All school heads/principals and Officers-in-Charge are required to prepare Office Performance Commitment Form (OPCRF) while department heads shall prepare their respective IPCRF's.

Alongside this issuance on Performance Management, all school heads shall adhere to the attached timelines to prevent cramming in the later part of the school year. As a system, the RPMS has to be done step by step.

The attached RPMS Cycle for School Heads/Principals should be included in the School Calendar for S.Y. 2018-2019 for the smooth implementation of RPMS, phase by phase.

All principals/school heads should also come up with their schedule of activities for the performance evaluation of their teaching and non-teaching personnel, following the guidelines specified in DepEd Order No. 2, s. 2015.

Widest dissemination of the contents of this memorandum is desired.


DR. LORNA G. BUGAYONG, CESO VI
Schools Division Superintendent



RPMS Cycle for School Heads
June 2018 to April 2019
S.Y. 2018-2019

June (3rd week)	Preparation of OPCRF and IPCRF (RPMS Phase I)
July 2, 2018 (Mon)	Submission of OPCRF to Division Office
July 18-20, 2018	Validation and Agreements on Goals and Standards Set (Phase I) Div Office
August 2018	Coaching and Monitoring (Phase II) -District I & II
September 2018	Coaching and Monitoring (Phase II) -District III & IV
October 2018	Coaching and Monitoring (Phase II) -District V & VI
November 2018	Coaching and Monitoring (Phase II) -District VII & VIII -District IX & X
Dec 2018 (1st week)	Performance Review and Planning for Improvement (Phase III) Div. Office District I, II, III, IV, & V -Division office
January 2019 (1st week)	District VI, VII, VIII, IX & X -Division Office
February 2019	Continuing Coaching and Monitoring -through school visitations
March 2019	Completion of OPCRF & IPCRF (Actual Results) (Part of Phase I)
Validation 1st week	School Level -teachers (IPCRF) -(with their respective raters)
2 nd week	Division Level –School heads/Principals -Division Office
April 2019	Performance Evaluation and Rewarding (Phase IV) Validation at selected schools per district

Venue

Districts I, II, & III	DCNHS
Districts IV, V & VI	Mangin-Tebeng E.S.
Districts VII, VIII, IX & X	Carael E.S.