



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City
RECORDS OFFICE

OCT 03 2024
7/14

By: a Date: 09/14

Office of the Schools Division
Superintendent

September 30, 2024

DIVISION MEMORANDUM

No. 401, s. 2024

**SUBMISSION OF E-IPCRF FOR SY 2023-2024 AND CLARIFICATION
ON THE CONDUCT OF CLASSROOM OBSERVATION FOR TEACHERS
FOR FY 2024-2025**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
School Heads
All others concerned

1. In reference to Regional Memorandum No. 1214 s. 2024 titled "*SUBMISSION OF E-IPCRF FOR SY 2023-2024 AND CLARIFICATION ON THE CONDUCT OF CLASSROOM OBSERVATION FOR TEACHERS FOR FY 2024-2025*", this Office reminds all school heads on the submission of e-IPCRF for SY 2023-2024.
2. Please be advised that a **scheduled uploading by region shall be implemented** to efficiently manage system users. Kindly see attached aforementioned regional memorandum for ready reference.
3. For concerns, please coordinate with SGOD-Planning Office/HRDS.



Address: Burgos St., Poblacion Oeste, Dagupan City
Telephone: (075) 653-4101
Website: depeddagupan.com
email: dagupan.city@deped.gov.ph



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REGION I
SCHOOLS DIVISION OF DAGUPAN CITY

Office of the Schools Division
Superintendent

4. Immediate dissemination of this Memorandum is desired.

ROWENA C. BANZON EdD, CESO V
Schools Division Superintendent

For the Schools Division Superintendent:


ANNA LIZA M. CHAN

Supervising Education Program Specialist
Officer-in-Charge

Office of the Assistant Schools Division Superintendent

Reference: Regional Memo No. 1214 s. 2024
Encl: as stated
To be indicated in the Perpetual Index
under the following subjects:
#HRDS #L&D #RPMS
HRDS/is/DM_eIPCRF
September 30, 2024



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Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM

No. 1214, s. 2024

**SUBMISSION OF E-IPCRF FOR SY 2023-2024 AND CLARIFICATION ON THE
 CONDUCT OF CLASSROOM OBSERVATION FOR TEACHERS FOR
 FY 2024-2025**

To: Schools Division Superintendents
 Public School Heads
 All Concerned Personnel

- In reference to DM-OUHROD-2024-1931, *Clarification on the Conduct of Classroom Observation for Teachers and Submission of e-IPCRF for SY 2023-2024*, this Office, through Human Resource Development Division reiterates the submission of the e-IPCRF for SY 2023-2024 and clarification on the conduct classroom observation for teachers for SY 2024-2025.
- 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 to give schools ample time to complete submission of e-IPCRFs while the system is being optimized to accommodate bulk users at the same time.
- To efficiently manage system users, a scheduled uploading by region shall be implemented. Please refer to table below for the schedule.

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

- For reference, please use the following links:

e-IPCRF for teachers	https://bit.ly/eIPCRFSY20232024
Online e-IPCRF System	https://emcrf.deped.gov.ph

- 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 email at helpdesk_rpms@deped.gov.ph.



Flores St., Catbangen, City of San Fernando, La Union
 Telephone Nos. (072) 607-8137/682-2324

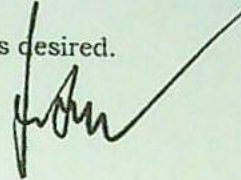
DepEd Region I | region1@deped.gov.ph | www.depedr1.com



6. Likewise, this is to remind the schools that all RPMS-related activities, including classroom observation and portfolio assessments, are suspended for SY 2024-2025 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.

7. For more information and other concerns, please contact the **Human Resource Development Division** through telephone number 072 - 682 - 2324 local 122 or through email at hrdd.region1@deped.gov.ph.

8. Immediate dissemination of this Memorandum is desired.



TOLENTINO G. AQUINO
Director IV

Encl.: None
Reference: DM-OUHROD-2024-1931
To be indicated in the Perpetual Index
Under the following subjects:

PERFORMANCE

HRDD/rrm/RM_ClarificationCOT
September 26, 2024



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