


**CALENDAR OF ACTIVITIES FOR THE RESULTS –BASED PERFORMANCE MANAGEMENT SYSTEM (RPMS)  
FOR SCHOOL BASED PERSONNEL**

<b>RPMS CYCLE</b>	<b>ACTIVITY</b>	<b>SCHEDULE</b>	<b>PERSONS INVOLVED/RESPONSIBLE</b>
Phase 1 Performance Planning and Commitment	Performance Planning and Review Conference of Division OPCRf and Standard Setting	Third week of May (during INSET)	SHs and Faculty (small schools) SHs, Raters (MTs, HTs) School PMT ( big schools)
	Submission to Rater	Second Friday of June	School PMT Secretariat Rater Faculty and Staff
	Submission to PSDS for initial review	Third week of June	SHs School PMT Secretariat
	Submission of PSDS to CID Chief	First week of July	PSDS
	Submission of CID Chief to Division PMT	Second week of July	CID Chief
Phase II Performance Monitoring and Coaching	Monitoring of Performance, Preparation of Coaching Plans, giving feedback on performance	Fourth week of July-onwards	SH, Faculty and Staff
Phase III Performance Review and Evaluation	Mid-Year Review and Plan Adjustment of OPCRf	Third week of October)	SH, Raters and School PMT
	Mid-Year Review and Plan Adjustment of IPCRF	Last week of October (during midyear review and evaluation)	SH, Faculty and Staff
	Self- rating/MOV preparation	First Monday of April	SH, Faculty and Staff
	Submission of OPCRf to PSDS for initial checking	First Friday of April	SHs
	Submission of Accomplished/approved OPCRf to CID Chief	Second week of April	PSDS
	Review of OPCRf Rating	Third Monday of April	PMT Members, Division Chiefs
	Submission of IPCRF/ MOVs to Raters	Last Friday of April	
	Review and Checking of Summary of ratings	Third week of February	PMT Members
Phase IV Performance Rewarding and Development Planning	Accomplishment of IPDP	Last week of April	SHs
	Submission to PSDS for consolidation per District	First Monday of May	SHs, PSDSs
	Submission of PSDS to HRD/ Planning Officer for over- all consolidation	Second week of May	HRD, PSDS, Planning Officer
	Submission of Consolidated IPDP to R.O.	Last week of May	HRMO/HRD/Planning Office

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