
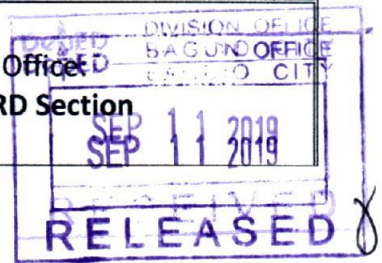
	GENERAL QUALITY FORM		Document Code: Revision: 00 Effectivity date: 8-20-18
	DIVISION MEMORANDUM		Name of Office: SGOD-HRD Section



Office of the Schools Division Superintendent
 Division Memorandum Number: 434 s. 2019

CONDUCT OF ORIENTATION ON THE COLLECTION OF TEACHERS' IPCRF DATA FOR THE ESTABLISHMENTS OF BASELINE ON TEACHERS' PROFICIENCY LEVEL SY 2018-2019 AND SY 2019-2020

TO: CID and SGOD Chiefs
 PSDSs
 Public School Heads (Elementary and Secondary)
 All other concerned

- In line with the directive of DepED - Central Office through the Regional Office- HRDD to collect Teachers IPCRF Data for the establishment of baseline on teachers' proficiency level for School Years 2018-2019 and 2019-2020, this office through the SGOD- HRD shall conduct a one- day orientation on **October 7, 2019, 8:00 A.M** onwards at DO Training Center, SDO-Baguio.
- Objectives of the activity are for the participants to:
 - Be equipped with the different template forms to be used in the data collection.
 - Enhance skills in consolidating the IPCR rating of teachers.
 - Ensure accuracy and completeness of data of teachers.

3. Participants in the activity are:

Designation	Pax	Total
Public School Heads (Elem & Secondary)	68	141 pax
School ICT Coordinators (one in each school)	68	
Facilitators/ Staff	3	

- Participants are advised to bring their own laptops, extension cords and the summary of teachers' IPCR rating for SY 2018-2019.
- Program of Activities:

Time/Session	Activity/Session	Focal Person/Speaker
8:00-8:20	Registration/Attendance Opening Program	HRD c/o Asuncion Saguid
8:20-9:20	1. Training Objectives, Rationale 1. RPMS Data Collection System 2. RPMS IPCRF Data Collection System: Roles and Responsibilities of Users	Jovelyn Petra Balantin SEPS-HRD
9:20-10:00	Orientation on the Forms/templates to be used	Josef Eric Oliveros
10:00-10:20	Tea Break	
10:20-12:00	IPCR Data Collection Workshop 1: Hands on Simulation	Josef Eric Oliveros
12:00-1:00	Lunch Break	
1:00-2:00	Consolidation and Submission of IPCRF Data Workshop 2: Hands on Simulation	Harris Dizon ITO- ICT Section
2:00-3:00	Use and Analysis on Consolidated IPCRF Data Ways Forward	Jovelyn Balantin

- Immediate dissemination and compliance to this memorandum is desired

FEDERICO P. MARTIN, EdD., CEEd, CESO V
 Schools Division Superintendent