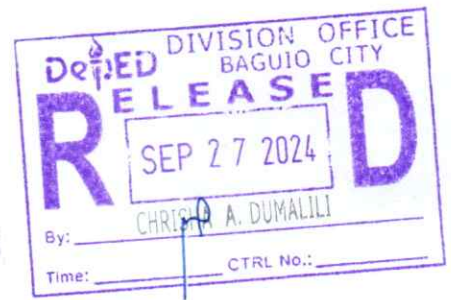





Republika ng Pilipinas  
**Department of Education**  
 OFFICE OF THE UNDERSECRETARY  
 HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



**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:**

- a. For SY 2024-2025, all RPMS-related activities at the school level, including classroom observation and portfolio assessments, are suspended until further notice.
- b. 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:**

- c. 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.

<b>Region</b>	<b>Schedule</b>
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**