



Republic of the Philippines
Cordillera Administrative Region
Department of Education
SCHOOLS DIVISION OF BENGUET
Wangal, La Trinidad, Benguet
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January 6, 2015

DIVISION MEMORANDUM

No. **003** s. 2015
2015

TO: All Public Schools District Supervisors and District Coordinating Principals,
School Principals, Head Teachers and Non-teaching personnel of
Public Elementary and Secondary Schools

FROM: 
FEDERICO P. MARTIN, Ed.D.
OIC, Schools Division Superintendent

SUBJECT: PERFORMANCE REVIEW AND EVALUATION (Phase 3) re: RPMS: IPCRF

1. In view of the implementation and submission of the Results-based Performance and Management System (RPMS): Individual Performance Commitment and Review Form (IPCRF), A Performance Review and Evaluation re: RPMS:IPCRF shall be conducted simultaneous in all the districts on January 9, 2015. The venue by district shall be determined by the EPS Guardians in coordination with the PSDS of the district.
2. Participants are the Public Schools District Supervisor, Elementary and Secondary School Heads (Head Teachers and Principals), School Non-teaching Personnel, and School-based Nurses.
3. Participants are required to bring with them the following to be utilized during the workshop;
 - a. laptop,
 - b. accomplished RPMS:IPCRF (preferably software copies),
 - c. extension wire, and
 - d. all documents as Means of Verifications (MOVs) in support to the ratings given in all the indicators in the IPCRF.
4. A registration fee shall be collected each participant to cover lunch and 2 snacks (AM and PM) chargeable against school MOOE/available local/school funds subject to the usual accounting and auditing rules and regulations. The registration fee may vary per district dependent on the venue where the orientation and workshop will be held.
5. Immediate dissemination to and compliance of all concerned is highly enjoined.