



Republic of the Philippines  
**Department of Education**  
 REGION I



**REGIONAL MEMORANDUM**

No. 629 s. 2024

**REITERATION ON THE IMPLEMENTATION OF THE RPMS-PPST FOR  
 TEACHERS FOR SY 2023-2024 IN VIEW OF THE MANDATORY  
 30-DAY UNINTERRUPTED VACATION OF TEACHERS**

To: Schools Division Superintendents  
 Public Elementary and Secondary School Heads  
 All Others Concerned

1. The Department of Education Regional Office I, through the Human Resource Development Division reiterates the revised timeline on the implementation of RPMS-PPST in view of DM-OUOPS-2024-02-01300 on the Guidance on the Mandatory 30-day Vacation of Teachers from June 1-30, 2024.
2. The rater and approving authority of RPMS-PPST shall conduct performance assessment of teacher-ratee and finalization of Individual Development Plan from **July 1 to 12, 2024** after the mandatory 30-day uninterrupted vacation of teachers.
3. With an agreement with the approving authority, teachers may digitize means of verifications (MOVs) and submit an electronic copy of the Portfolio to minimize printing costs.
4. All teacher-ratees and raters shall use the official e-IPCRF tool in inputting IPCRF data for SY 2023-2024 which can be downloaded through <https://bit.ly/eIPCRFSY20232024>.
5. Schools shall collect all accomplished and finalized eIPCRF of teachers in Excel format and upload to the online eIPCRF Collection and Consolidation System through <https://eipcrf.deped.gov.ph> using the official DepEd email address of the school from **July 1 to 26, 2024**.
6. The school heads shall submit the accomplished IPCRF of teachers with complete signature to the Schools Division Office from **July 1 to 26, 2024**.
7. For schools with concerns in accessing the online eIPCRF system shall submit registration request and/or access concerns through <https://bit.ly/helpdesk-Online-eIPCRF>.

8. To ensure efficiency capturing of the RPMS-PPST data of teachers, the following electronic RPMS-PPST tools shall be downloaded for use in the implementation of RPMS-PPST:

<b>Electronic Tool</b>	<b>Link</b>
Electronic Self-Assessment Tool (e-SAT) for SY 2023-2024	<a href="https://bit.ly/eSATSY20232024">https://bit.ly/eSATSY20232024</a>
e-SAT Consolidator for SY 2023-2024	<a href="https://bit.ly/eSATConsoSY2023-2024">https://bit.ly/eSATConsoSY2023-2024</a>
Electronic Mid-Year Review Form (e-MRF) for SY 2023-2024	<a href="https://bit.ly/RPMS-PPSTMidYearReviewForm">https://bit.ly/RPMS-PPSTMidYearReviewForm</a>

9. For clarifications, you may contact the Human Resource Development Division through [hrdd.region1@deped.gov.ph](mailto:hrdd.region1@deped.gov.ph) or call telephone number 072-682-2324 local 122.

10. Immediate dissemination of this Memorandum is desired.



**TOLENTINO G. AQUINO**  
Director IV

Encl.: List of Participants

References: DO 003, s. 2024  
DM-OUOPS-2024-02-01300  
DM-OUHROD-2024-0290

To be indicated in the Perpetual Index  
Under the following subjects:

PERFORMANCE

HRDD/rrm/RM\_RevisedTimelineRPMS-PPST  
June 3, 2024



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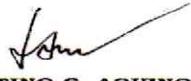
Republic of the Philippines  
**Department of Education**  
 REGION I  
 SCHOOLS DIVISION OF VIGAN CITY

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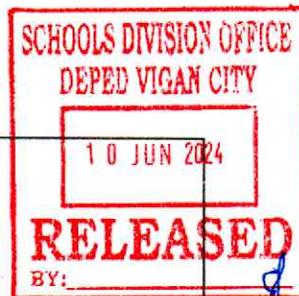
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HRDD/rm/RM\_ RevisedTimelineRPMS-PPST  
 June 3, 2024



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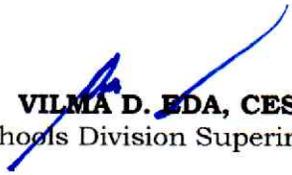
RM\_ REITERATION ON THE IMPLEMENTATION OF THE RPMS-PPST FOR TEACHERS FOR SY 2023-2024  
 IN VIEW OF THE MANDATORY 30 DAY VACATION OF TEACHERS



To: Assistant Schools Division Superintendent  
 Chief Education Supervisors (CID & SGOD)  
 School Heads of Public Elementary and Secondary Schools

Attention is invited to No. 2 of the Regional Memorandum No. 629 s. 2024 on the conduct of performance assessment and finalization of Individual Development Plan of teachers. Furthermore, to ensure the efficiency in capturing of the RPMS-PPST data of teachers, attention is also invited to Nos. 4, 5 and 6 on the downloadable electronic RPMS-PPST tools.

For information, guidance and compliance.

  
**VILMA D. EDA, CESO V**  
 Schools Division Superintendent



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