

### Republic of the Philippines

# Department of Education

REGION IV-A CALABARZON SCHOOLS DIVISION OFFICE OF GENERAL TRIAS CITY LUIS Y. FERRER JR. NORTH NATIONAL HIGH SCHOOL

July 28, 2025

**SCHOOL MEMORANDUM** No. <u>080</u>, s. 2025

#### LAST CALL FOR e-IPCRF CHECKING AND SUBMISSION FOR SY 2024-2025

To: All Teaching Personnel

- 1. Pursuant to DepEd Memorandum No. 017, s. 2025, INTERIM GUIDELINES FOR THE DEPARTMENT OF EDUCATION PERFORMANCE MANAGEMENT AND EVALUATION SYSTEM FOR TEACHERS IN THE SCHOOL YEAR 2024-2025 STANDARDS FOR TEACHERS, and in compliance with the timeline for submission and uploading of e-IPCRF for SY 2024-2025, this office reiterates the final call for submission of the checked and accomplished electronic Individual Performance Commitment and Review Form (e-IPCRF) on July 30, 2025 at 5:00pm.
- 2. The first uploading schedule for Region IV-A (CALABARZON) was set from June 9 to 15, 2025. An official notice was posted by the School ICT Coordinator in the Microsoft Teams - North High Hub - IPCRF Submission Channel on June 9, 2025, and was also disseminated to teachers in the Parklane Annex/Extension via Messenger.
- 3. To allow the School ICT Coordinator sufficient time for consolidation and uploading to the DepEd Online e-IPCRF Collection and Consolidation System, all teaching personnel who have not yet submitted their checked IPCRFs are directed to send their soft copy submissions no later than 5:00 PM on July 30, 2025 (Wednesday).
- 4. The final deadline for uploading to the official DepEd system is July 31, 2025 (Thursday). Late submissions may not be accommodated due to system cut-offs and regional consolidation protocols.

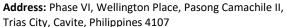
#### **Steps for Submission:**

- Step 1: Ensure your IPCRF has been reviewed and checked by the School Principal, Dr. Naneth. P. Salvador.
- **Step 2:** Save your file using the correct filename format:

IPCRF SURNAME FIRSTNAME SY2024-2025

- Step 3: Send the soft copy via chat or email to Ms. Joy Ann M. Banning, School ICT Coordinator.
- **Step 4:** Confirm successful submission and wait for acknowledgment.





Contact Numbers: (046) 884-15-68 / 09177146495

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Doc. Ref. Code	SCH-OSH-F-003	Rev	00
Effectivity	09.20.21	Page	1 of 2





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- 5. This is the **final and non-extendable deadline**. All concerned personnel are strongly urged to comply to ensure accurate performance documentation and inclusion in the official record.
- 6. For questions or technical assistance, you may contact Ms. Joy Ann M. Banning, School ICT Coordinator.
- 7. Immediate and widest dissemination of this memorandum is earnestly desired.

JAMB/SM No. 080, s.2025 07/28/2025



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