



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. 080, 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.

Address: Phase VI, Wellington Place, Pasong Camachile II,
Trias City, Cavite, Philippines 4107

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

Email Address: 307823@deped.gov.ph

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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.


NANETH P. SALVADOR, EdD
Principal II

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

