



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY

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08 May 2020

DIVISION MEMORANDUM  
No. 104, s. 2020

**RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM GUIDELINES FOR  
SCHOOL YEAR 2019-2020 YEAREND ACTIVITIES IN LIGHT OF COVID-19  
MEASURES**

To: **All Public Elementary School Heads**  
**All Public Secondary School Heads**  
**All Others Concerned**  
This Division

1. As stated in DepEd Memorandum No.45, s.2020 *Re: Results-Based Performance Management System (RPMS) Guidelines for SY 2019-2020 Yearend Activities in Light of COVID-19 Measures*, this Office hereby reiterates the department's consideration to temporarily postponed the Yearend Review of the RPMS due to COVID-19 crisis.
2. Resumption of the aforementioned activity shall be done when authorities issue a declaration of safety for all DepEd employees. The adjusted schedule of the RPMS Portfolio submission and evaluation, data collection and consolidation of IPCR rating will be released through a separate memorandum.
3. Further, the RPMS Portfolio (which has been prepared, organized and gathered) during the start of school year) should be ready in case Yearend Review will be resumed. Only a sample of each Means of Verification (MOV), excluding those MOVs with the specified required number of pieces, is expected to be submitted.



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4. All RPMS-Philippine Professional Standards for Teachers (PPST) Materials, including tools, forms and other support materials for SY 2019-2020 can be accessed at <http://deped.in/RPMSPPSTSY20192020>. The prescribed Individuals Performance and Commitment Review Form (IPCRF) for teachers is accessible thru <http://deped.in/IPCRFEncode20192020>.
5. Please see attached DM 045, s.2020 for further details.
6. Immediate and wide dissemination of this Memorandum is desired.

OLGA C. ALONSABE, PhD, CESE  
Assistant Schools Division Superintendent  
OIC, Office of the Schools Division Superintendent

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

HRTD  
RPMS-PPST  
PERFORMANCE  
RATING  
TEACHERS  
SCHOOLS



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Republic of the Philippines  
**Department of Education**

18 APR 2020

DepEd MEMORANDUM  
No. **045**, s. 2020

**RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM GUIDELINES  
FOR SCHOOL YEAR 2019-2020 YEAREND ACTIVITIES  
IN LIGHT OF COVID-19 MEASURES**

To: Undersecretaries  
Assistant Secretaries  
Minister, Basic, Higher and Technical Education, BARMM  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public Elementary and Secondary School Heads  
All Others Concerned

1. As mandated by DepEd Order No. 2, s. 2015 titled **Guidelines on the Establishment and Implementation of the Results-based Performance Management System in the Department of Education**, the Department is scheduled to conduct Phase III: Performance Review and Evaluation and Phase IV: Performance Rewarding and Development Planning of the **Results-based Performance Management System (RPMS) Cycle, School Year (SY) 2019-2020** for school-based personnel in April 2020. These phases include yearend review and assessment, evaluation of portfolio and computation of final rating, ways forward and development planning.

2. However, suspension of classes and all school activities at all levels in entire Luzon was declared until April 14, 2020 as part of the enhanced community quarantine and stringent social distancing measures for the management of COVID-19 situation. Such enhanced community quarantine is extended until April 30, 2020.

3. As stated in Paragraph 35 of DepEd Order No. 2, s. 2015: “...**In exceptional cases, and only if the situation warrants, a one-time recalibration shall be allowed. Exceptional cases shall include instances when high level decisions are taken into effect such as changes in strategic directions, and circumstances beyond the control of the ratee such as natural and/or man-made calamities, including typhoon, earthquake and other fortuitous events.**”

4. Given the above considerations, DepEd emphasizes specific RPMS-related measures for school-based personnel. Please see Enclosure Nos. 1 and 2 for details.

5. It is also emphasized that the preparation and organization of the RPMS Portfolio shall have started during the start of the SY, and only a sample of each Means of Verification (MOV), excluding those MOVs with the specified required number of pieces, is expected to be submitted. All RPMS-Philippine Professional Standards for Teachers (PPST) Materials, including tools, forms, and other support materials, for SY 2019-2020 can be accessed at <http://deped.in/RPMSPPSTSY20192020>. Also, the prescribed Individual Performance and Commitment Review Form (IPCRF) for teachers can be accessed at <http://deped.in/IPCRFEncode20192020>.

6. Due to the COVID-19 situation, **the Yearend Review shall be postponed temporarily and shall resume when authorities issue a declaration of safety for all DepEd employees.** The adjusted schedule of RPMS Portfolio submission and evaluation, data collection and consolidation of IPCR rating will be released through a separate memorandum.

7. For more information, please contact the **Bureau of Human Resource and Organizational Development-Human Resource Development Division (BHROD-HRDD)**, 4th Floor Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email addresses [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph) and [helpdesk.rpms@deped.gov.ph](mailto:helpdesk.rpms@deped.gov.ph) or at telephone number (02) 8470-6630.

8. Immediate dissemination of this Memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encls.:

As stated

References:

DepEd Order (No. 2, s. 2015)

DepEd Memorandum No. 43, s. 2020

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

ASSESSMENT  
BUREAUS AND OFFICES  
EMPLOYEES  
OFFICIALS  
PERFORMANCE  
RATING  
TEACHERS  
SCHOOLS

**RPMS-RELATED MEASURES FOR SCHOOL-BASED PERSONNEL  
IN LIGHT OF THE COVID-19 SITUATION**

**A. Teaching Personnel**

On Classroom Observable RPMS Objectives

The number of classroom observations may have been affected by the class suspension which started in mid-March 2020. For this purpose, each teacher is assumed to have obtained *at least three (3) classroom observations* after the first three quarters which were not covered by class suspension.

To compute for the rating for **Quality** for each of the classroom observable RPMS objectives: (1) Identify the corresponding rating in the RPMS 5-point scale for each COT rating, (2) Get the average of the total RPMS rating (or Divide the total RPMS rating by the number of available classroom observations), and (3) Determine the final rating for Quality. Detailed explanations and illustrative examples are found on pages 40 and 41 of the Updated RPMS Manual, access at <http://deped.in/RPMSManualver2019>.

To determine the rating for **Efficiency**, recalibrate the RPMS rubric in such a way that the total number of available valid Main and Supporting MOVs submitted obtains the highest rating of 5 (Outstanding). The RPMS Tools can be accessed at <http://deped.in/RPMSY1TOOLS2019>.

A sample computation for Quality and Efficiency for classroom observable RPMS objectives is found in *Enclosure 2*.

For COT Indicator 9 (or RPMS Objective 10) in the Proficient (P) tool, all teachers using the Proficient tool shall be given an automatic rating of 5 for both Quality and Efficiency in the IPCRF since this indicator/objective can only be observed in Observation Period 4.

On Non-Classroom Observable RPMS Objectives

For the non-classroom observable RPMS Objectives, teachers are encouraged to explore on the list of possible MOVs, and provide whichever are available at hand that they may still obtain acceptable results in Quality, Efficiency, and/or Timeliness.

**B. Non-Teaching Personnel**

School-based non-teaching personnel shall confer with their Rater for agreements in relation to Paragraph 3 of this Memorandum. A similar recalibration scheme with that of teachers may be done.

**SAMPLE COMPUTATION FOR QUALITY AND EFFICIENCY  
FOR CLASSROOM OBSERVABLE RPMS OBJECTIVES**

Scenario: Proficient Teacher A was scheduled for Classroom Observation Period 4 but was not observed because of the class suspension.

Table 1. Sample Ratings for COT Indicator 1 (RPMS Objective 1)

Classroom Observation Period	COT Rating
1	7
2	6
3	7
4	-

- a. To compute for the rating for **Quality** in RPMS Objective 1, identify the corresponding rating in the RPMS 5-point scale for each COT rating, get the average of the total RPMS rating, and determine the final rating for Quality.

Table 2. Computation for Quality rating in RPMS Objective 1

Classroom Observation Period	COT Rating	Transmuted RPMS Rating*
1	7	5
2	6	4
3	7	5
4	-	-
<b>TOTAL</b>		14
<b>AVERAGE**</b>		$(14/3) = 4.667$
<b>QUALITY RATING*</b>		5

\* Refer to pages 40 and 41 of the Updated RPMS Manual

\*\* Total divided by the No. of Available Classroom Observations

- b. For **Efficiency** in RPMS Objective 1, recalibrate the RPMS rubric. Check the validity of the submitted MOVs and determine the rating for Efficiency referring to the recalibrated rubric.

	FROM (original)					TO (recalibrated)				
	5	4	3	2	1	5	4	3	2	1
<b>Efficiency</b>	Submitted 4 Main MOV, each with any 1 of the Supporting MOV	Submitted 3 Main MOV, each with any 1 of the Supporting MOV	Submitted 2 Main MOV, each with any 1 of the Supporting MOV	Submitted 1 Main MOV with any 1 of the Supporting MOV	No acceptable evidence was shown	Submitted 3 Main MOV, each with any 1 of the Supporting MOV	Submitted 2 Main MOV, each with any 1 of the Supporting MOV	Submitted 1 Main MOV with any 1 of the Supporting MOV	No acceptable evidence was shown	-