



Republika ng Pilipinas


# Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM  
DM-HROD-2022-1509

TO : ALL REGIONAL OFFICE  
ALL SCHOOLS DIVISION OFFICES  
ALL PUBLIC ELEMENTARY AND SECONDARY SCHOOLS  
ALL OTHERS CONCERNS

FROM :  WILFREDO E. CABRAL  
*Regional Director, DepEd NCR and  
Officer-In-Charge, Office of the Undersecretary  
Human Resource and Organizational Development*

SUBJECT : *Instructions on the Submission of the Individual Performance  
Commitment and Review Form (IPCRF) of Teachers for School Year 2021-  
2022*

DATE : 27 June 2022

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In light of the end of regular classes last June 24, 2022, all public school teachers are instructed to manually accomplish their Individual Performance Commitment and Review Form (IPCRF) for School Year (SY) 2021-2022. This is due to the Department's ongoing development and finalization of the enhanced electronic-IPCRF of teachers and preparation for the implementation of the career progression of teachers.

School Heads/Raters and Teachers are instructed to manually proceed with their scheduled RPMS Phase 3 (*Performance Review and Evaluation*) and Phase 4 (*Performance Rewarding and Development Planning*) activities using the prescribed Office Performance Commitment Form (OPCRF) and IPCRF prescribed in DepEd Order (DO) No. 2, s. 2015 (*Guidelines on the Establishment and Implementation of the Results-based Performance Management System in the Department of Education*).

For any clarifications or concerns, you may contact BHROD- Human Resource Development Division email address [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph) or telephone number: (02) 8470-6630.

For your information and dissemination.