



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Schools Division of Negros Oriental

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. **570** , s. 2021

**SUBMISSION OF PERFORMANCE RATING OF SCHOOL-BASED PERSONNEL FOR SY
2020-2021**

To: Assistant Schools Division Superintendent
Chief, CID and SGOD
All Others Concerned

1. This office hereby informs the field on the submission of performance rating of school-based personnel specifically the teachers and the school heads/ principals for SY 2020-2021 adherence to D.O. 2 s. 2015. To ensure compliance the schools are directed to comply on the following:

1.1. All teachers in schools and learning centers shall accomplish the RPMS-PPST standard IPCRF tool for the rating that covers a school year; and

1.2. Teachers shall adhere on the following;

- a. Proficient for T1-T3 and Highly Proficient for MT1-MT2;
- b. The Rater for T1-T3 is the Head Teacher/ Master Teacher while the Approving Authority is the School Head/Principal;
- c. For schools without Head Teacher/ Master, the School Head/Principal is the Rater at the same time the Approving Authority;
- d. The Rater of Head Teacher/Master Teacher is the School Head/Principal while the Approving Authority is the Assistant School Division Superintendent (large division) in which Dr. Joelyza M. Arcilla is designated by Schools Division Superintendent to perform the task; and
- e. Each teacher/ratee is required to prepare his/her MOVs based on the RPMS-PPST compiled in a portfolio.

1.3. School Heads/ Principal shall adhere on the following:

- a. Accomplish the OPCRf;
- b. The Rater is the Assistant Schools Division Superintendent in which the Dr. Joelyza M. Arcilla is designated to perform the task while the Approving Authority is the Schools Division Superintendent;
- c. The respective Public Schools District Supervisors/District Caretaker are tasked to review the rating based on the MOVs compiled in a portfolio prior to submission to the Division Office.

1.4. Individual Portfolios of teachers shall be submitted on or before August 23, 2021 to the respective School Heads/ Principals who shall designate/assign their



raters. The raters shall rate based on the MOVs.

1.5. School Heads shall ensure that Proficient Teachers (T1-T3) are rated using the standard RPMS-PPST IPCRF on or before August 27, 2021.

1.6. The Division Office shall validate the portfolios of School Heads/Principals and Master Teachers on September 1-3, 2021. **A separate memorandum shall be issued re details on the validation.**

2. Schools shall prepare a PDF file of duly approved School Heads'/Principals' OPCRf and Teachers' IPCRF and submit to the Human Resource Management Unit (HRMU) through Mrs. Gian A. Diaz and upload the files to <https://bit.ly/3lxLO2D>.

3. A summary of rating (hard file) arranged in alphabetical order (surname, first name, m.i.) shall be prepared by the school and submit to the Public Schools District Supervisors who shall transmit to the division office through the HRMU on or before September 10, 2021.

3. Public Schools District Supervisors are tasked to supervise the compliance of the schools and ensure that all teachers and school heads/principals are properly accounted.

4. For information, guidance, and compliance.

SENEN PRISCILLO P. PAULIN, CESO V
Schools Division Superintendent
Office of the Schools Division Superintendent

8/5/2021

SPI/MKP-JMA-NLR/OASDS-A/JMA
August 5, 2021



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