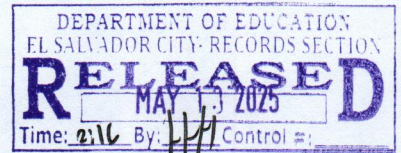




Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



May 9, 2025

DIVISION MEMORANDUM
NO. 151, s. 2025

IMPLEMENTATION OF RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM
(RPMS) FOR DIVISION-BASED PERSONNEL FOR FISCAL YEAR 2025

To: Assistant Schools Division Superintendent
Chief Education Supervisor, SGOD & CID
Education Program Supervisors
Section Heads/Unit Heads
All Others Concerned

- Pursuant to DepEd Order No. 2, s. 2015 or the Guidelines on the Establishment and Implementation of the Results-based Performance Management System (RPMS) in the Department of Education and DM-OUHROD-2024-0586 or Interim Guidelines for the Office Performance Planning and Assessment For FY 2024 Onwards, this Office releases the **Implementation of Results-Based Performance Management System (RPMS) for Division-Based Personnel For Fiscal Year 2025**.
- The Office Performance Cycle shall cover the period of one whole year or a period of 12 months, as follows:

RPMS Cycle Phase	Task Activity	Schedule	Submission of Documents to PMT
PHASE I Performance Planning and Commitment	Target and Commitment Setting	December to January	January 31, 2025
	Initial Office and Individual Development Planning		
PHASE II Performance Monitoring and Coaching	Performance Monitoring	Year-round	Every last Friday of the Month (To be uploaded in the office/sections online drive)
	Uploading of the Means of Verification (MOVs) for every KRA		
	Accomplishment of PMCF and provision of L & D interventions		



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PHASE III Performance Review and Evaluation	Midyear Review and Assessment	July	July 18, 2025
	Recalibration of Targets		
	Year-end Performance Assessment	November to December	December 12, 2025
PHASE IV Performance Rewarding and Development	Finalization of the Office/Individual Development Plans	November to December	December 31, 2025
	Submission of signed OPCR/IPCR	December	

3. **For January to June 2025, Accomplishment Reports shall be uploaded on June 30, 2025**, which shall be the basis for the review, rating, and recalibration if needed.

4. In determining the Key Results Areas, refer to the Compendium of Office Functions, version 3 (as issued through Memorandum DM-HROD-2023-0617) which can be accessed through this link <https://bit.ly/OfficeFunctionsV3>.

5. This Office directs the immediate and wide dissemination of this Memorandum.


RANDOLPH B. TORTOLA
Schools Division Superintendent

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

PERFORMANCE

RE: Implementation of Results-Based Performance Management System (RPMS) for
Division-Based Personnel For Fiscal Year 2025

CID/naa



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