



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF ANGELES CITY



August 3, 2020

DIVISION MEMORANDUM
No. 171 s. 2020

UPLOADING OF TEACHER'S E- IPCRf FILE IN THE DATA SUBMISSION SYSTEM

To: Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division
Chief, School Governance and Operations Division
Heads of Public Elementary and Secondary Schools

1. Please be reminded that August 3, 2020 is the start of the uploading of teacher's e-IPCRf file in the Data Submission System. This uploading ends by the 3rd week of August 2020, per DM-OUPHRODFO-2020-00199.
2. The links for the submission system are: <http://bit.ly/IPCRfSubmission> or <http://bit.ly/IPCRfSystemSubmit>. Only the registered uploaders can access the links.
 - (a) school-based uploaders for teaching personnel in schools; and
 - (b) division-based uploaders for ALS teachers assigned in CLCs.
3. The e-IPCRf file should be checked and validated in terms of accuracy and completeness of all entries before uploading the file. Refer to the IPCRF User Guide on the steps on accomplishing the e-IPCRf using the link <http://deped.in/IPCRfEncode20192020>. *Once the files are uploaded, the school can no longer edit or correct the files.*
4. Also, the uploaded files in the system are assumed to have been approved/agreed upon by the Ratee, Rater and Approving Authority.
5. Attached are the steps in uploading the files.
6. Immediate dissemination of this Memorandum is earnestly desired.

[Signature]

MA. IRELYN P. TAMAYO PhD CESE
Assistant Schools Division Superintendent
Officer -in- Charge
Office of the Schools Division Superintendent

CN 2020-142



Address: Jesus Street, Pulungbulu, Angeles City
Telephone No. (045) 322-4101







Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF ANGELES CITY

STEPS IN UPLOADING THE E-IPCRF OF TEACHERS RPMS SY 2019-2020

4 Click *'Upload IPCRF File Here'*, then browse and select the file to be uploaded.




5 Review the details of the file, and click *'Submit'*.




3 of 4

STEPS IN UPLOADING THE E-IPCRF OF TEACHERS RPMS SY 2019-2020

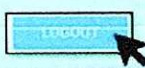
6 A successful uploading shows you this notice:
Then click *'Ok'*.



7 You may click *'View Submissions'* to check the status of uploaded file.
You can use the *'Search'* field to look for the name of a teacher whose file is already uploaded.



8 Repeat Steps 4-7 for the other e-IPCRF Files.
Click *'Logout'* in the homepage as soon as done.



4 of 4



Address: Jesus Street, Pulungbulu, Angeles City
Telephone No. (045) 322-4101








Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF ANGELES CITY

STEPS IN UPLOADING THE E-IPCRF OF TEACHERS
RPMS SY 2019-2020

1 Open the link for submission:
<http://bit.ly/IPCRFSubmission> OR <http://bit.ly/IPCRFSystemSubmit>



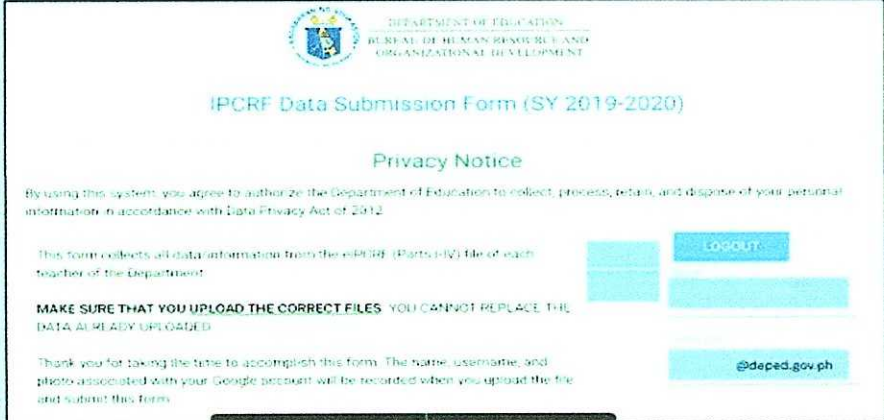
2 Click 'Sign in with Google', and use your DepEd email address enrolled as IPCRF uploader.



1 of 4

STEPS IN UPLOADING THE E-IPCRF OF TEACHERS
RPMS SY 2019-2020

3 Read and understand the notes and instructions carefully.



DEPARTMENT OF EDUCATION
BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

IPCRF Data Submission Form (SY 2019-2020)

Privacy Notice

By using this system, you agree to authorize the Department of Education to collect, process, retain, and dispose of your personal information in accordance with Data Privacy Act of 2012.

This form collects all data/information from the e-IPCRF (Parts I-IV) file of each teacher of the Department.

MAKE SURE THAT YOU UPLOAD THE CORRECT FILES. YOU CANNOT REPLACE THE DATA ALREADY UPLOADED.

Thank you for taking the time to accomplish this form. The name, username, and photo associated with your Google account will be recorded when you upload the file and submit this form.

LOGOUT

@depd.gov.ph

2 of 4



Address: Jesus Street, Pulungbulu, Angeles City
Telephone No. (045) 322-4101

