



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS  
SCHOOLS DIVISION OF TACLOBAN CITY

March 7, 2025

**DIVISION MEMORANDUM**

No. 210, s. 2024

**VIRTUAL RE-ORIENTATION ON THE NEW GUIDELINES OF SBM &  
CLARIFICATION IN THE PREPARATION AND SUBMISSION OF  
TEACHERS IPCRF FOR SY 2024-2025**

To: All PSDSs  
All Elementary School Principals  
All Junior High and Senior High School Principals  
All Others Concerned

1. In conformance with the provisions of DepEd Order 7s. 2024, the new guidelines of School-Based Management (SBM) system and DepEd Memo 017s. 2025, the interim guidelines for Department of Education Performance Management and Evaluation System for Teachers in the School Year 2024-2025. **This Office through the SGOD-School Management, Monitoring and Evaluation (SMME) shall conduct a virtual orientation on March 11, 2024 at 9am to 12:00pm via Zoom Meeting Platform.**
2. The objectives of the said virtual meeting are the following:
  - a. Re-orient the school heads and PSDSs on the new guidelines and processes of the SBM, including the validation process and the rubrics for evaluation.
  - b. Orient the school heads and PSDSs in the preparation and submission of Teachers' IPCRF for SY 2024-2025
3. **The participants are all Public School Heads and all Public Schools District Supervisors (PSDS).**
4. The link shall be given on the day of orientation prior to the time specified above.
5. Immediate dissemination of and strict compliance with this Memorandum are desired.



  
**SHERLITA A. PALMA EdD, CESO VI**  
SOD Schools Division Superintendent

Enclosures:

Reference: (DepEd Order 7s. 2024)

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