



Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO  
 DIVISION OF MALAYBALAY CITY

DM 2020-11-439  
 DEPED MALAYBALAY CITY DIVISION  
 RELEASED  
 DATE: \_\_\_\_\_ TIME: 3:40  
 BY: 09 2020 [Signature]

**UNNUMBERED MEMORANDUM**

No. 439, s. 2020

To: Rex Dacanay- Bukidnon National High School  
 Mariane Cryssa T. Belisario- Bukidnon National High School  
 Rea Liza Mendoza-Managok National High School  
 Bernel Basaya-Bangcud National High School  
 Ivy J. Villarta-Can-ayan Integrated School  
 Lonell A. Saboco- Can-ayan Integrated School

From: **VICTORIA V. GAZO, PH.D, CESO V**  
 Schools Division Superintendent

Date: November 9, 2020

Subject: **TIMELINE ON THE DIVISION IPCRF DATA COLLECTION SYSTEM DEVELOPMENT**

1. In line with the Unnumbered Division Memorandum on the IPCRF Data Collection System cum Entity Relationship Diagram and Analysis in the development of a system that collects the performance rating of the teaching and non-teaching personnel in the field to capture learning and development needs of its employees, this Office hereby directs the abovementioned ICT Coordinators/Teachers to work with the coding and interface development of the IPCRF Data Collection System on the scheduled timeline ( Enclosure 1 ).
2. The teacher-developers are advised to arrange their classes and coordinate with their school heads for final instruction and work arrangement protocol.
3. Meals and snacks including travel expenses of the ICT coordinator shall be charged to school funds subject to the usual accounting and auditing rules.
4. Should there be queries contact *Mr. Woodrow Wilson B. Merida*, Senior Education Program Specialist, Human Resource Development at 09178122754.

Copy furnished:

Records Unit  
 HRD-WWBM



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Enclosure 1

**TIMELINE ON THE DIVISION IPCRF DATA COLLECTION  
SYSTEM DEVELOPMENT**

**Bukidnon National High School  
Senior High School- Third Floor ,Computer Laboratory**

| <b>ACTIVITY</b>   | <b>DATE</b>      | <b>PERSONS IN CHARGE</b>   |
|---|------------------|--|
| Installation of software                                  | Nov. 10, 2020    | Mr. Rex Dacanay  |
| Presentation of interface development/<br>Coding workshop | Nov. 11,2020     | Mr. Lonell A. Saboco   |
| Interface development proper                              | Nov. 12-18, 2020 | Project Team   |
| Code and content critiquing/Webhosting                    | Nov. 19, 2020    | Teacher Developers with<br>Selected Division Office<br>Personnel |
| Testing of Prototype                                      | Nov. 20, 2020    | Teacher Developers   |
| Pilot Testing   | Nov. 23-25,2020  | Teacher Developers   |



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