



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Zamboanga Peninsula, Region IX
DIVISION OF ZAMBOANGA DEL NORTE
 Dipolog City 7100

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 DIVISION OF ZAMBOANGA DEL NORTE
 DIPOLONG CITY 7100

RELEASED

BY: [Signature] DATE: 1/4/15
 NAME/SIGNATURE

Division Memorandum
 No. 001 s. 2016

To: The Education Program Supervisors
 Public Schools District Supervisors
 Division LRMDs Team
 Education Program Specialists II-ALS
 Administrative Aide VI

From: [Signature]
NATIVIDAD P. BAYUBAY, CESO VI
 Officer-In-Charge
 Office of the Schools Division Superintendent

Subject: **Conduct of Review and Assessment of Performance 2015, Formulation of Individual Performance Commitment and Adjustment of Curriculum Implementation Work Plans 2016 for the CID Personnel**

Date: January 4, 2015

1. DepEd Order No. 52, s. 2015, dated October 30, 2015 articulates the "New Organizational Structures of the Central, Regional, and Schools Division Offices of the Department of Education."
2. One of its transitory provisions states that "The DepEd offices are given until the end of December 2015 to complete their transition and assume the office functions in the rationalized structures."
3. To further guide the CID personnel on their specific accountabilities and functions in the rationalized structures, a Three-Day Writeshop on the Review of Performance 2015, Formulation of Individual Performance Commitment and Adjustment of Curriculum Plans 2016 will be conducted on January 11-13, 2015 at a venue to be announced later.
4. The participants to this writeshop are the Education Program Supervisors, Public Schools District Supervisors, Division LRMDs Team, Education Program Specialists II-ALS, and the CID Administrative Aide VI.
5. Each participant is to bring the following: laptop, USB, 2015 IPRCF and accomplishment report with artifacts in a properly labeled folder, CIWPs, and a copy of the RPMS manual given last 2015 writeshop.
6. It is expected that the final IPC and CIWPs be submitted on the third day as writeshop outputs.
7. Training, travel expenses of participants and other incidental expenses relative to the conduct of this activity shall be chargeable to the Division INSET funds subject to the usual accounting and auditing rules and regulations.
8. Widest and immediate dissemination of this memorandum is desired.