



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DEL NORTE

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RECORDS SECTION
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Office of the Schools Division Superintendent

June 28, 2022

DIVISION MEMORANDUM

No. 831, s. 2022

**CAPABILITY BUILDING CUM MID-YEAR PERFORMANCE REVIEW AND
EVALUATION OF THE DIVISION OFFICE PERSONNEL**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, School Governance and Operations Division
Chief Education Supervisor, Curriculum and Implementation Division
Education Program Supervisors
Public Schools District Supervisors
All Section Heads
All Others Concerned

1. Pursuant to DepEd Order No. 2, s. 2015 titled: *Guidelines of the Establishment and Implementation of the Results-Based Performance Management System in the Department of Education*, a live – out mid-year performance review and evaluation of Division Office Personnel shall be conducted on July 19-20, 2022 at Molave Hotel, Tagum City, Davao del Norte.
2. The objective of the activity is to determine the progress in achieving the objectives. Participants are advised to prepare their individual performance output as of June 30, 2022 vis-à-vis planned targets for review and evaluation.
3. To further enhance work output and relationship, a capacity building among non -teaching personnel shall also be conducted.
4. The participants of the activity are the following:
 - a. Chief Education Supervisors of the SGOD and CID;
 - b. All Education Program Supervisors;
 - c. All Public Schools District Supervisors; and
 - d. All Division Section Heads and Personnel.
5. To ensure continuity of services, all chiefs of sections shall make the necessary arrangement to avoid non – disruption of services.
6. Participants shall attend on official business. Incidental expenses incurred in the conduct of the activity shall be chargeable against Division MOOE subject to the usual accounting and auditing rules and regulations.



7. In participating in the different Deped Programs, Projects, and Activities (PPAs), the Equal Opportunities Principle (EOP) and strict safety and health protocols shall be observed at all times.
8. Immediate dissemination of this memorandum is desired.



DEE D. SILVA, DPA, CESO V
Schools Division Superintendent

