



Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF CAPIZ
Banica ,Roxas City



Telefax No.(036) 6210-974 / Tel. No. (036) 6216-118

December 12, 2017

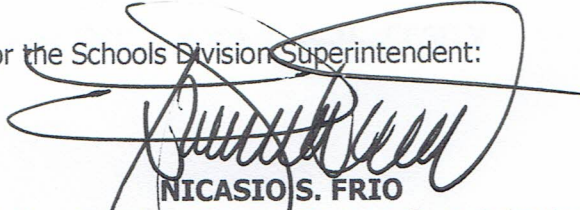
DIVISION MEMORANDUM
No. ~~227~~,s. 2017

CORRIGENDUM TO DIVISION MEMORANDUM NO.324, S. 2017
(CONDUCT OF 2017 DIVISION YEAR-END PERFORMANCE REVIEW AND TARGET SETTING)

To: Acting Assistant Schools Division Superintendent
Chiefs Education Supervisors, CID & SGOD
Education Program Supervisors
Public Schools District Supervisors/Officers-In Charge of the District
Section Heads

1. The Division of Capiz will conduct a Year-end Performance Review and Target Setting on December 26 - 27, 2017 at Maribert Inland Resort, Pontevedra, Capiz.
2. This activity aims to:
 - d. Review programs and projects implemented from June-December 2017.
 - e. Share best practices; and
 - f. Highlights outstanding accomplishments.
3. Matrix of activities and the list of participants is found in Enclosure No. 1 & Enclosure No. 2.
4. Expenses incurred during the conduct of this activity are chargeable against Division INSET Fund, subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of this Memorandum is desired.

For the Schools Division Superintendent:



NICASIO S. FRIO
Acting Assistant Schools Division Superintendent
In-Charge of the Division

MATRIX OF ACTIVITIES

TIME	ACTIVITY
Day 1 (December 26, 2017) 8:00-9:00 AM	Opening Program/Rationale Dr. Segundina Dollete, Chief CID
9:00-9:30 AM	Review of Programs and activities from June-December 2016 Dr. Marlon P. Destreza, Chief-SGOD
9:30-12:00 AM	Sharing of Best Practices CID-Education Program Supervisors SGOD-Education Program Specialist
12:00-1:00 PM	LUNCH BREAK
1:00-5:00 PM	Highlights of Accomplishments Education Program Supervisors Education Program Specialist UPDATES: Governance Dr. Marlon Destreza, Chief, SGOD
Day 2 (December 27, 2017) 8:00-8:30 AM	Patriotic song Curriculum/ Kto12 Implementation Dr. Segundina Dollete, Chief, CID
9:00 -12:00 PM	Administrative Section Nenita Fabiaña- Administrative Officer V Accounting & Finance Atty. Benjie Doce, CPA,MBA-Accountant III Nenito Dacles- Administrative Officer V (Budget) Supply Officer & Property Rhodela Martinez – Supply Officer Record Rosario Barredo – Record Officer II
1:00 – 5:00 PM	Sharing of Good Tidings and Partnership Dr. Miguel Mac D. Aposin, Ed.D., CESO V

Enclosure No. 2.

Participants

1	-	SDS
1	-	ASDS
2	-	Chiefs CID & SGOD
10	-	EPS & SGOD EPS
14	-	PSDS's & OIC of the District
4	-	SEPS
1	-	MEDICAL OFFICER IV
4	-	DENTIST
7	-	NURSES
1	-	ENGINEER III
1	-	PLANNING OFFICER III
1	-	PDO II
2	-	PDO I
1	-	LEGAL OFFICER
1	-	TECHNOLOGY OFFICER
1	-	ACCOUNTANT III
1	-	BUDGET OFFICER I
1	-	ADMINISTRATIVE OFFICER V
1	-	SUPPLY OFFICER
1	-	CASHIER
1	-	RECORD OFFICER
3	-	SECRETARIAT