



April 20, 2015

DIVISION MEMORANDUM
No. 221, s. 2015

PSDS AND SECONDARY LEAD PRINCIPAL ORIENTATION ON THE FOUR STAGES OF PERFORMANCE MANAGEMENT SYSTEM CYCLE AND BASIC COURSE ON APPOINTMENT PREPARATION

TO: Assistant Superintendent
Education Supervisors/Coordinators
District Supervisors/OICs
Secondary Lead Principals

1. All Public Schools District Supervisors and Secondary Lead Principals are hereby directed to attend a half-day orientation on the four stages of performance management system cycle and basic course on appointment preparation, this coming Tuesday, April 28, 2015, at DepEd Cebu Social Hall.
2. The south-area participants will attend the first session which will start at exactly 8:00am up to 12:00nn, to cover the following topics:
 - a. New Performance Evaluation Cycle - 8:00am - 8:59am (Mr. R. Gonzaga)
 - b. Four-stages of Performance Management System Cycle - 9:00am-10:59am (Dr. Mantos & Dr. Rodemio)
 - c. Basic Course on Appointment Preparation - 11:00am-12:00nn(Mr. Denampo)
3. The remaining south-area participants will attend the second session which will start at exactly 1:00pm of the same topics and venue.
4. Travelling and other expenses that will be incurred relative to the said activity shall be chargeable against local school MOOE/SEF/PTA/Division MOOE/Training funds, subject to the usual auditing and accounting rules and regulations.
5. This Memorandum will serve as your Authority to Travel.
6. Immediate dissemination of and strict compliance with this Memorandum is directed.

ARDEN D. MONISIT, Ed.D.
Schools Division Superintendent