



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CITY SCHOOLS-TAGBILARAN
City of Tagbilaran



April 30, 2019

DIVISION MEMORANDUM
No. 185 s. 2019

**MID-YEAR PERFORMANCE ASSESSMENT AND ADJUSTMENT FOR THE CITY
DIVISION PERSONNEL**

To: SDS, ASDS
Division CHIEF (CID, SGOD, Admin, Accounting)
Division Personnel
City Paid Personnel
Other Concerned

1. Executive Order (EO) No. 273 "Approving and Adopting the Philippine Plan for Gender- Responsive Development" mandates to all government agencies to incorporate and reflect GAD concerns in their agency performance commitment contract.
2. In this connection, the Division of City Schools –Tagbilaran will conduct the Performance Assessment and Adjustment aligned with RPMS-PPST and other Gender and Development related activities to the Division Personnel on May 16-18, 2019 at Bellview, Mabini St. Siquijor, Siquijor.
3. Participants to this activity are the Tagbilaran City Division Personnel.
4. A registration fee of P4,000.00 shall be charged to each participant to cover food, accommodation and honorarium to speakers which is chargeable against Division MOOE (GAD) Fund subject to the usual auditing rules and regulations.
5. Herewith attached are the Matrix of Activities and different Working Committees
6. Immediate and wide dissemination of this memorandum is highly desired.


NERI C. OJASTRO EdD. CESE
OIC- Schools Division Superintendent 



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📍 Rajah Sikatuna Avenue, Dampas, Tagbilaran City, Bohol 6300 📞 (038) 544-2147; 427-1702 ✉️ dtagbilarancitydivision@yahoo.com 🌐 www.depedtagbilaran.org

WORKING COMMITTEES

May 15-18, 2019

Overall Chair:	Dr. Neri C. Ojastro
Co-Chairs:	Dr. Marcelo K. Palispis Dr. Elisea De la Torre Dr. Beatriz C. Luga
Venue/Proposal	Engr. Junicel T. Mancha Dr. Filomena C. Tanggaan
Registration:	Ms. Jennifer Sarigumba
Program and Invitation	Dr. Aquilino T. Milar Jr. Mrs. Esther L. Cagas
Transportation:	Mr. Lucio Epe
Games for Team building:	Mrs. Erlinda Puangang All Single Ladies
Prizes:	Mrs. Marife C. Rallos Supply Section
Certificates:	Ms. Joally Misa Ms. Antonette Oguis
Finance:	Mrs. Michelle T. Sagaral Mrs. Jullie Ann Kristie A. Redillas
Documentation:	Mrs. Emily P. Loquias-Acabo Ms. Jaonnaly Operiano
Process Observers:	Mr. Artemio B. Alo Mrs. Melany Buntag
Officers of the Day:	Dr. Aquilino T. Milar Jr. Mrs. Joermelyne Perez-Pasilbas
Resource Manager:	Ms. Retchel Sumampong Ms. Melody Gutierrez
Medics:	Medical Team



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May 15-18, 2018

Time	SCHEDULE OF ACTIVITIES	
May 15, 2019-Day 0		
	Activity	Responsible Person
8:00 -12:00MN	Travel Time- Tagbilaran to Siquijor	
12:00-6:00AM		
May 16, 2019- Day 1		
6:30-7:30	Breakfast	
7:30-8:00	Registration	Jennifer B. Sarigumba
8:01- 8:30	Opening Program	Esther L. Cagas
8:31-9:30	SDS Time	Neri C. Ojastro
9:31-9:45	Health Break	
9:45- 12:00	Assessment and Evaluation of IPCRF (CID) Coaching and Mentoring (OSDS, SGOD)	John Ariel A. Lagura
12:01-1:30	Lunch Break	
1:30-3:30	Gender Equality in the Workplace	Eden Bation- SEPS Siquijor
3:31-3:15	Health Break	
3:30-5:00	Administrative Concern	Aquilino T. Milar Jr.
5:30-7:00	Dinner	
May 17, 2019- Day 2		
6:30-7:00	Morning Exercise	Health Section
7:00-7:59	Breakfast	
8:00-9:30	Presentation of Target (CID) Presentation of Adjusted IPCRF (SGOD, OSDS)	SDS/ASDS
9:31-9:45	Health Break	
9:45-11:45	Continuation of the Presentation	
Lunch Break		
1:30 -5:00	Team Building	c/o Single Ladies
5:30-7:30	Dinner	
7:30-9:30	Socials	Mary Melody Gutierrez
May 18, 2019- Day 3		
8:00-11:40	Countryside Tour	c/o Junicel T. Mancha
11:40-12:20	Lunch	
12:20	Home Sweet Home	