



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

Office of the Schools
Division Superintendent

November 22, 2021

DIVISION MEMORANDUM
No. 470 s. 2021

CONDUCT OF 2021 YEAR END ASSESSMENT FOR TAGBILARAN CITY DIVISION PERSONNEL

To: SDS, ASDS
CHIEFS, CID and SGOD
Division Non-Teaching Personnel,
City Paid Personnel
Other Concerned

1. This Office announces the conduct of Year End Assessment for Tagbilaran City Division Personnel on December 2 and 3, 2021. The venue will be announced later .
2. All Office sections are expected to prepare the accomplishment reports for CY 2021 and present it during the activity.
3. Participants to this activity are the Tagbilaran City Division Personnel.
4. Expenses relative to the conduct of this activity shall be chargeable against Division MOOE. subject to the usual auditing rules and regulations.
5. Immediate and wide dissemination of this Memorandum is highly desired.

JOSEPH IRWIN A. LAGURA PhD
Schools Division Superintendent

JIAL/CPC/SGOD/BCL/fct



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