



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

Office of the Schools Division Superintendent

November 9, 2022

DIVISION MEMORANDUM

NO: 413 s. 2022

**CONDUCT OF DIVISION YEAR END ASSESSMENT FOR CY 2022 AND
TARGET SETTING FOR CY 2023**

TO: ASDS/ ASDS
Division Chiefs CID, SGOD
All Division Personnel
City Paid Employees
All Others Concerned

1. This Office hereby announces the conduct of Year End Assessment for CY 2022 and Target Setting for CY 2023. The venue will be announced later.
2. Participants to this activity are the Regular Non-Teaching Personnel, City Paid Employees of Tagbilaran City Division.
3. Expenses relative to the conduct of the said activity shall be charged against Division MOOE subject to the usual accounting and auditing rules and regulations.
4. Attached is the Working Committees for your reference.
5. Immediate dissemination of this Memorandum is desired.

JOSEPH IRWIN A. LAGURA PhD
Schools Division Superintendent

JIAL/CPC/SGOD/fct



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YEAR-END/TARGET SETTING WORKING COMMITTEES

November 21-23, 2022

Overall Chairperson: Dr. Joseph Irwin A. Lagura

Co-Chairs: Dr. Casiana P. Caberte
Dr. John Ariel A. Lagura

Venue: Engr. Junicel T. Mancha

Proposal/Memo: Dr. Filomena C. Tanggaan

Registration: Ms. Lady May Karaan
Ms. Marianne Palomares

Program: Dr. Aimee T. Amistoso/ Dr. Beatriz E. Incog
Mrs. Concepcion A. Tubal
Mrs. Brendalou D. Arancana/ Dr. Liza E. Maquiling

Transportation: Mr. Joseph C. Barrete
Mr. Alberto Lacang

Games Dr. Neolita S. Sarabia
All Single Ladies and Gents

Prizes: Mrs. Marife C. Rallos/ Mrs. Gina Gamao
Finance Personnel/ Supply Personnel

Certificates: Dr. Rosene D. Olaivar/ Dr. Esther L. Cagas

Finance: Mrs. Michelle T. Sagaral/ Mrs. Julie Ann Kristie A. Redillas
Mrs. Rosalie A. Tambis

Documentation: Ms. Divine Grace Casulocan
Mr. Christian John Capon

Process Observer: Mr. Artemio B. Alo/ Mrs. Jocelyn P. Cutin

Officer of the Day: Mrs. Fairy Ann Babaison
Mrs. Joermelyne P. Pasilbas

Exchanging Gift: Ms. Joanalli Operiano/ Mrs. Exie Babiano
Mrs. Ana Lou S. Regalado/Mr. Aldrin Pajo

Sound/PPT: Engr. Jose C. Marinas III