



Republic of the Philippines
Department of Education
 REGION V
SCHOOLS DIVISION OFFICE OF CATANDUANES

UNNUMBERED MEMORANDUM

OSDS - CID - UM - 10-24-2022/RGP

TO : Assistant Schools Division Superintendent
 Chief Education Program Supervisors
 Education Program Supervisors
 EPP/TLE Coordinator
 Public Schools District Supervisors/In-Charge of the Districts
 Education Program Specialist II - ALS
 Librarian II
 Project Development Officer II
 Administrative Aide VI
 Administrative Aide I
 All Other Concerned

FROM : **SUSAN S. COLLANO**
 Schools Division Superintendent

DATE : October 24, 2022

SUBJECT : **SCHEDULE AND VENUE OF THE 7th MONTHLY
 COORDINATION MEETING (KAMUSTAHAN SA CID)**

- In preparation for the Performance Assessment of Office Performance Commitment and Review (OPCR), all concerned are hereby informed of the 7th Monthly Coordination Meeting at Villa Tolledo Inn, Sta. Elena, Virac, Catanduanes following the given schedule:

Date	Persons Involved
November 3, 2022 8:30 a.m. - 5:00 p.m.	Public Schools District Supervisors/ In-Charge of the Districts Education Program Specialist II - ALS
November 4, 2022 8:30 a.m. - 5:00 p.m.	Education Program Supervisors EPP/TLE Coordinator Librarian II Project Development Officer II Administrative Aide VI Administrative Aide I

2. The objectives of the meeting are the following:
 - Individual Performance Commitment Review (IPCR) for Quarter 1 – Quarter III Performance Evaluation;
 - coaching; and
 - others
3. All concerned are expected to bring their approved Individual Performance Commitment Review Form (IPCRF) for CY 2022 with corresponding MOVs.
4. Travel expenses related to this activity shall be charged to Division MOOE subject to the usual accounting rules and regulations.
5. participants are expected to observe minimum health standards and protocols pursuant to existing health guidelines mandated by IATF, DOH, and DepEd.
6. For your information and compliance.

RGP/ SCHEDULE AND VENUE OF 7TH MONTHLY COORDINATION MEETING
(KAMUSTAHAN SA CID)/00_/October 21, 2022

