



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
#82 Military Cut-off Road, Baguio City



DIVISION OFFICE
BAGUIO CITY

APR 10 2019

RELEASED


Division Memorandum

No. 176, s., 2019

1ST QUARTER PERFORMANCE REVIEW CUM TEAM BUILDING OF FINANCE PERSONNEL

To: ASDS
CID & SGOD Chief
EPS & PSDS
Elementary & Secondary School Heads

1. This is to inform the field that there will be a 1st quarter Performance Review cum Team Building of the Finance Personnel to be held at Bacnotan, La Union on April 11-13, 2019.
2. The activity aims to:
 - A. review the 1st quarter performance of Finance Section.
 - B. recommend ways on improving performance.
 - C. establish camaraderie between and among finance employees.
 - D. finalize Downloading of School MOOE Calendar.
3. Rest assured that there will be somebody to man the accounting office to receive documents and entertain clients.
4. The participants of this activity will be on official business; however, Transportation, Meals, Board and Lodging will be charged to their personal funds.
5. Wide and immediate dissemination of this memorandum to all concerned is desired.


FEDERICO P. MARTIN, Ed. D., C. Ed. D., CESO V
Schools Division Superintendent

Finance/KLPF

Office of the SDS: 442-7819 telefax:

Planning Office: 446-6738; Administrative/ Personnel Office: 446-1488; ALS: 442-4923 ; COA Office: 424-1379 telefax

E-mail: depedbaguioctv@gmail.com ; Website: www.depedpines.com