

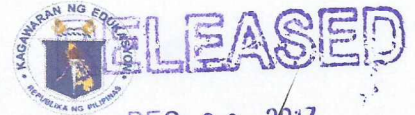


Department of Education  
Region III

Division of City Schools  
Angeles City

Jesus Street, Pulungbulu, Angeles City

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DEC 22 2017

DepED Angeles City  
Division of City Schools

December 21, 2017

**DIVISION MEMORANDUM**

No. *546* s. 2017

**CAPACITY BUILDING OF DIVISION PERSONNEL  
CUM RPMS PERFORMANCE REVIEW AND EVALUATION**

To: Office of the Schools Division Superintendent  
OIC-Chief, CID  
Chief, SGOD

1. Please be informed that there will be a Division Capacity Building of Division Personnel Cum Performance Review and Evaluation on December 29, 2017 at the Gabaldon Building, Pulungbulu Angeles City.
2. The division capacity building aims to;
  1. link the individual achievements and make a meaningful contribution to the attainment of the institution's Vision and Mission;
  2. promote individual and team growth, participation and commitment and;
  3. equip the participants with the knowledge and skills on the preparation of the office/ unit process flow.
3. Participants are the division personnel.
4. Expenses relative to the conduct to this activity shall be charged against the HRTD Funds subject to the usual accounting and auditing rules and regulations.
5. Immediate wide dissemination and compliance with this Memorandum is earnestly desired.

  
**LEILANI SAMSON CUNANAN, CESO VI**

Officer-In- Charge

Office of the Schools Division Superintendent