



Republic of the Philippines
Department of Education
 Region IV-A
 SCHOOLS DIVISION OF QUEZON PROVINCE

18 November 2021

DIVISION MEMORANDUM
 DM No. 888, s. 2021

2021 YEAR END CID PROGRAM REVIEW AND PERFORMANCE APPRAISAL

To: OIC – Assistant Schools Division Superintendents
 CID - Chief Education Supervisor
 Education Program Supervisors
 Public Schools District Supervisors
 Education Program Specialists - ALS
 All Others Concerned

1. To ensure the delivery of efficient and effective basic education in the new normal, the Curriculum Implementation Division will conduct the 2021 Year- End Program Review and Performance Appraisal.
2. This activity aims to:
 - a. Review the Individual Performance Commitment Review Form (IPCRF) aligned with the KRAs of the CID personnel
 - b. Evaluate the existing 7 banner projects of CID LIGHTS to identify the strengths and weaknesses as basis for continuous improvement.

3. Participants to this activity are as follows:

PARTICIPANTS	DATE	VENUE
Batch 1 (PSDS)	December 1-2, 2021	Sevilla's Resort and Hotel Domoit Lucena City
Batch 3 (EPS, EPSA, Librarian, PDO, Staff)	December 6-7, 2021	Sevilla's Resort and Hotel Domoit Lucena City


4. Participants are advised to prepare 5-minute video/powerpoint presentation of their accomplishment report.

DEPEDQUEZON-TM-SDS-04-009-003



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5. This is a live-in workshop. Food and accomodation of the participants shall be charged to HRTD Fund. Travel expenses shall be charged to MOOE / local funds subject to usual accounting and auditing rules and regulations.

6. To ensure the implementation of health and safety protocol amidst this COVID-19 pandemic, the conduct of this activity shall comply with the existing Inter-Agency Task Force Emerging Infectious Diseases (IATF-EID) Guidelines and Policies. A Health Officer shall strictly monitor the minimum public health standards and provide medical assistance as necessary. Participants who are over sixty-five years of age, and those with immunodeficiency, comorbidity, or other health risks, and pregnant women shall not be required to participate in this activity. This year-end performance review shall not involve more than the maximum required number of participants in the venue in order to strictly observe the social distancing measures throughout the duration of the activity.

7. Immediate dissemination of and compliance with this Memorandum is desired.

ELIAS A. ALICAYA JR. EdD
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

cid/fms/1sw/rqn/11/18/2021

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