



Republic of the Philippines
Department of Education

Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Tracking #

63523-2023

Date:

9-7-23

Office of the Schools Division Superintendent

04 SEP 2023

Division MEMORANDUM

No. 478, s. 2023

PRESENTATION OF CID MID-YEAR ADJUSTMENTS AND WAYS FORWARD

To: All Education Program Supervisors
All Public Schools District Supervisors/Public Schools District In-charge
This Division

1. Midyear performance adjustment is a strategic process within organizations where performance goals and expectations for employees are reviewed and modified during the middle of the year. This process acknowledges that circumstances can change, affecting an employee's ability to achieve their initial objectives.
2. To ensure levelled understanding of the adjustments, a **PRESENTATION OF CID MID-YEAR ADJUSTMENTS AND WAYS FORWARD** will be held on 2023, from 8:00 – 5:00 p.m. *Venue will be announced later.*
3. This activity aimed to:
 - a. present midyear-adjustments and ways forward;
 - b. submit adjusted work and financial plans based on new IPCR.
4. Participants of this convergence are all PSDSs/DICs and EPSs and select Program Coordinators. This activity requires all EPS and PSDSs/DICs to submit their final work and financial before the activity ended.
5. Breakfast shall be served at the venue. The last meal to be served is afternoon snacks. Meals and snacks of participants shall be charged against HRTD Funds while traveling expenses and per diem are chargeable against Division MOOE or other funds subject to its usual auditing rules and regulations.
6. Immediate dissemination of this memorandum is desired.


NELIA S. LOMOCSO, PhD, CESO V
Schools Division Superintendent

Encl.: NONE

References:

CCTCC/LRMS/DM-PRESENTATION OF CID MID-YEAR ADJUSTMENTS AND WAYS FORWARD
/September 4, 2023



- 📍 Balilahan, Mabua, Tandag City, Surigao del Sur, 8300
- ☎ (086) 211-3225
- ✉ surigaodelsur.division@deped.gov.ph