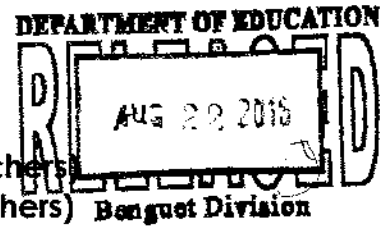




August 17, 2016

DIVISION MEMORANDUM

No. 147 s. 2016



To: All SDO Personnel
Elementary School Heads (principals and head teachers)
Secondary School Heads (principals and head teachers) Benguet Division

Subject: Conduct of the Division Re Orientation on RPMS (OPCRF and IPCRF) for the Division Personnel and School Heads

1. To ensure systematic approach for continuous and consistent work improvement and individual growth, the Schools Division office of Benguet will conduct a four-day Enhancement Seminar on RPMS (OPCRF and IPCRF) on August 30 for Batch 1; August 31 for Batch 2; September 1 for batch 3; and September 2 for batch 4, to be held at the Adivay Hall, Wangal, La Trinidad, Benguet
2. The orientation-seminar aims to:
 - a. Establish delineation of Individual KRAs per section/unit
 - b. Enhance OPCRFs and IPCRFs of employees based on updates
 - c. Clarify issues/concerns on RPMS
3. Participants to this orientation are the SDO personnel, Elementary and Secondary School Heads.

| <i>Date</i> | <i>Participants</i> | <i>Total</i> |
|-------------------|---|--------------|
| (Aug.30)-Batch 1 | SDO personnel | 98 |
| (Aug. 31)-Batch 2 | Secondary School Heads, Elem. School heads of AtoK, and Bakun districts Resource Speakers | 88 5 |
| (Sept.1)-Batch 3 | Elem. School Heads of Bokod, Buguias, Itogon 1, Kapangan, La Trinidad and Sablan districts Resource Speakers | 89 5 |
| (Sept. 2)-Batch 4 | Elem. School heads of Kibungan, Mankayan, Kabayan, Tuba, Tublay and Itogon 2 districts Resource Speakers | 90 5 |
| | | 380 |

4. Please bring a copy of your OPCRF and IPCRF.
5. Snacks and lunch will be charged against Division MOOE while travel and other incidental expenses of the participants are chargeable to local funds subject to the usual accounting and auditing rules and regulations.
6. Immediate and wide dissemination of this memorandum is desired.


FEDERICO P. MARTIN, Ed.D. CESO VI
 Schools Division Superintendent