



Republic of the Philippines  
**Department of Education**  
 REGION VIII - EASTERN VISAYAS

August 24, 2020

**OFFICE MEMORANDUM**

No. **360** 2020

To: **All Administrative Division Personnel**

**MID-YEAR PERFORMANCE REVIEW 2020**

1. As a result of the Performance Management Team discussion with the presence of the representative from the Civil Service Commission, the Administrative Division shall conduct its Mid-year Performance Review 2020 in two (2) batches on September 28-29, 2020 at the NEAP-R, DepED RO VIII, Candahug, Palo, Leyte.
2. The participants are listed in the attached enclosure.
3. The objectives of the said activity are as follows:
  - a. review the performance of all Administrative Division employees;
  - b. adjust IPCR Targets to adopt to the new normal situation; and
  - c. come up with performance rating for January to June 2020.
4. All participants are reminded to strictly observe physical distancing and to wear face mask at all times.
5. Expenses incurred relative to the conduct of this activity including 1 lunch, 2 snacks (am/pm), and venue rental shall be charged against Administrative Division fund, subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of and compliance with this Memorandum are desired.

AD-PS-EDR



**RAMIR B. UYTICO EdD, CESO IV**

Director IV

x AC



**MID-YEAR PERFORMANCE REVIEW 2020**

September 28-29, 2020

**LIST OF PARTICIPANTS**

<b>SECTION/UNIT/HEAD</b>	<b>September 28, 2020 (Thursday)</b>	<b>September 29, 2020 (Friday)</b>
<b>Administrative Division Proper</b>		
SARMIENTO, MERCEDES D.	CABOBOY, ELIZABETH E.	CINCO, ARIEM V.
	RESCO, RUSSEL L.	ROSALES, EVA D.
	REYES, APPLE T.	BUSTAMANTE, JOSE H.
	MARTINEZ, MARIANNE FE B.	
<b>Asset Management Section</b>		
CABOBOY, ELIZABETH E.	CALIPAYAN, ANDREY GAY N.	CATALLA, RANDOLPH MURRY L.
	LAPIDARIO, SARAH A.	PAGLINAWAN, MA. LAURA F.
	PARIÑA, ERNA B.	
<b>Cash Section</b>		
RESCO, RUSSEL L.	AGUILA, LUCIA B.	CORNITO, ELEZABETH C.
	TAJARROS, JOSEPHINE L.	URBANO, MILLEA JOY A.
<b>General Services</b>		
REYES, APPLE T.	HAMOY, HARLEY M.	SENECIO, JOJO M.
	SELLOGA, EVANGELINE N.	TUASON, JOSEPH O.
	TAJO, LINAFLOR I.	SENECIO, JOJO M.
	YERRO, NIETO E.	
<b>Personnel Section</b>		
ROSALES, EVA D.	ABALORIO, WEDLYN P.	ALEJANDRO, REMEDIOS L.
	ANTIDO, JUDITHA P.	AREGLADO, NERIO CLENTON R.
	DE LA CRUZ, FERNANDA L.	CEZAR, MARIA EVA A.
	DOCENA, BERNARDITA M.	DELOPERE, JANICE C.
	ENRIQUEZ, JOSELITO E.	GADDI, MILGRACE A.
	GARCIA, ED KATHELEN Q.	MALQUISTO, NENITA D.
	VIRTUDES, REGIN T.	TUAZON, MARIA CYNTHIA A.
	ZABALA, CHONA O.	SUMAPIG, BIENVENIDO U.
<b>Records Section</b>		
CINCO, ARIEM V.	CORDETA, IRIS N.	CAMINO, AIMIE A.
	ATILLO, JUANERICO D.	CLOSA, NILO C.