



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

November 23, 2020

OFFICE MEMORANDUM

No. **490**, s. 2020

To: All WIT Members

PRE-4th QUARTER ASSESSMENT MEETING OF THE WORKPLACE IMPROVEMENT TEAM

1. The Workplace Improvement Team will have a pre-evaluation meeting on November 25, 2020, 2:00 PM at the Office of the Chief, Administrative Division.
2. The objectives of the meeting are:
 - a. Discuss preparations for the 4th Quarter Workplace Improvement Assessment and Evaluation ;
 - b. Discuss salient points on the conduct of the assessment; and
 - c. Discuss other matters relative to the 4th Qtr. Workplace Improvement Assessment.
3. For information and guidance.

RAMIR B. UYTICO EdD, CESO IV

Director IV

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AD-MDS

