



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

February 16, 2021

OFFICE MEMORANDUM

No. **055**, s. 2021

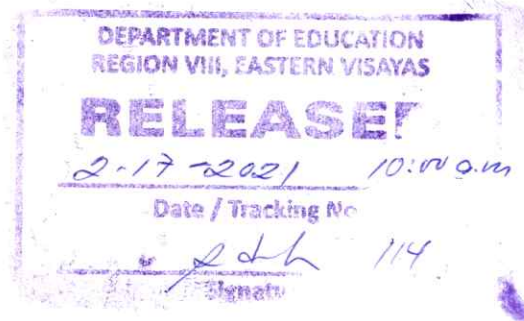
To: Regional Office Division Chiefs
Section/Unit Heads
All Others Concerned

REITERATION OF OFFICE MEMORANDUM NO. 382, S. 2020, ORIENTATION ON PERFORMANCE MANAGEMENT AND SUCCESSION PLANNING TO DEPED REGIONAL OFFICE VIII PERSONNEL

1. This is to reiterate Office Memorandum No. 382, S. 2020 titled Orientation on Performance Management and Succession Planning to DepEd Regional Office VIII Personnel.
2. As stipulated in paragraph 3, each functional division must submit a draft succession plan.
3. Anent to this, the Office is requesting for the submission of the draft succession plan of each functional division not later than February 22, 2021 using the attached template.
4. Immediate dissemination of and compliance with this Memorandum are desired.


MA. GEMMA MERCADO LEDESMA
Regional Director 

HRDD-MCAM



SUCCESSION PLAN

Division: _____

Calendar Year: 2020

Identified Critical Position	Incumbent Name	Identified Key Talents			Remarks
		Ready Now	Ready Soon or in 1-2 years	Ready Later on 3-5 years	

Prepared by:

Chief