



Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

**Office of the Schools Division
Superintendent**

November 17, 2021

DIVISION MEMORANDUM

No. 000 s. 2021

Plan, Act, Reflect: 2021 Performance Review and Assessment and 2022 Target Setting for Implementing Units Senior Bookkeepers and Disbursing Officers

To: Public Schools District Supervisors
School Heads of Implementing Units
Finance Staff of Implementing Units
Selected SDO Finance Services Personnel
All Others Concerned

1. To ensure that employees focus work efforts towards achieving DepEd's Vision, Mission, and Values and in line with DepEd Order No. 2, s. 2015, Guidelines in the Establishment and Implementation of Results-Based Performance Management System in the Department of Education, this office through the Finance Services Section shall conduct the performance review and assessment for fiscal year 2021 and target setting for fiscal year 2022 of the 54 implementing units' financial staff.
2. The activities shall be conducted on two separate venues, to wit:

Date	Participants	Venue
November 22-23, 2021	IUs Disbursing Officers	South Palms Resort, Bolod, Panglao, Bohol
November 23-24, 2021	IUs Senior Bookkeepers	Bohol Beach Club, Bolod, Panglao, Bohol

3. A registration fee of Four Thousand Pesos (P 4,000.00) per participants shall defray the food and accommodation chargeable against School MOOE for IUs participants and GAS DO Proper MOOE for SDO finance personnel. Other expenses relevant to the seminar such as travel reimbursement of participants and training materials shall be charged to School MOOE and DO Proper MOOE respectively subject to the usual accounting and auditing rules and regulations. Seminar fee is payable to **DepEd Division of Bohol**.
4. In compliance with the health and safety protocols set by the IATF, only vaccinated personnel are allowed to attend the activities.
5. Immediate and wide dissemination of this memorandum is hereby directed.


BIANITO A. DAGATAN EdD CESO V
Schools Division Superintendent

