



DEPARTMENT OF EDUCATION  
Region X- Northern Mindanao  
DIVISION OF MALAYBALAY CITY

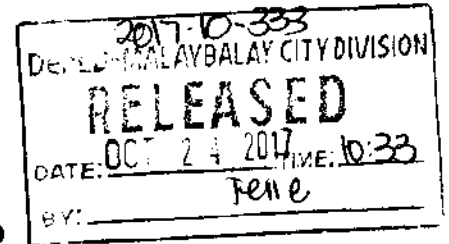
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**DIVISION MEMORANDUM**

No. 554, s.2017



To: **Chief Education Supervisors and Staff - CID and SGOD  
Public Elementary and Secondary School Heads  
This Division**

From:   
**EDILBERTO L. OPLENARIA, CESO VI**  
Schools Division Superintendent

Date: October 24, 2017

Subject: **ADDENDUM TO DIVISION MEMORANDUM NO. 544, S. 2017 RE: SCHEDULE  
OF PERFORMANCE MONITORING AND COACHING OF TEACHERS, SCHOOL  
HEADS AND DIVISION PERSONNEL FOR RATING PERIOD 2017-2018**

1. In view of Division Memorandum no. 544, s. 2017 re: *Schedule of Performance Monitoring and Coaching of Teachers, School Heads and Division Personnel for Rating Period 2017-2018*, this Office further informs School Heads and Division Personnel to bring evidences to support the actual performance as of October 2017, laptop and a soft copy of the IPCRF/OPCRF.
2. Other provisions of the stated Memorandum are still in effect.
3. Immediate dissemination of this Memorandum is desired.

To be posted in the website