




Republic of the Philippines
Department of Education
Region XII
Division of Sarangani
Alabel



Division Memorandum
No. 399, s. 2014

TO : **ALL NON-TEACHING PERSONNEL IN SCHOOLS**
(BOTH FROM ELEMENTARY AND SECONDARY SCHOOLS)
This Division

FROM :  **ISAGANI S. DELA CRUZ, CESO V**
Schools Division Superintendent

SUBJECT : **RESULTS-BASED PERFORMANCE MANAGEMENT SYSTEM**
(RPMS) ROLL-OUT

DATE : November 10, 2014

Please be informed that there will be a Division roll-out of the Results-Based Performance Management system (RPMS) for all Non-Teaching Personnel both from Secondary and Elementary schools of this Division on November 13-14, 2014 at the Division Office New Conference Room which will start at 8:00 a.m.

Participants and their respective schedule for this roll out are as follows:

- November 13, 2014** - Security Guards and Watchman Positions, Administrative Aides (ADA I-VI), Administrative Assistants (ADAS I-III), Administrative Officers (AO I-IV), Accountant (I-II), Librarians
- November 14, 2014** - Guidance Coordinators (I-III), Guidance Counselors and Nurses

No registration shall be collected. There will be free snacks and lunch for this one day workshop. Travelling expenses shall be chargeable against your local funds subject to the usual government accounting and auditing rules and procedures.

Attendance is a must.

Compliance and immediate dissemination of this Memorandum is hereby desired.