



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
SCHOOLS DIVISION OF BATANGAS

06 October 2025

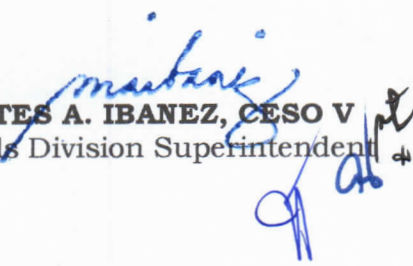
**DIVISION MEMORANDUM**

No. 555, s. 2025

**ADDENDUM AND CORRIGENDUM TO DIVISION MEMORANDUM  
NO. 553 S. 2025 "DIVISION ROLL-OUT OF STANDARDIZED  
OFFICE AND INDIVIDUAL PERFORMANCE COMMITMENT AND  
REVIEW FORM FOR SCHOOL-BASED PERSONNEL"**

To: Assistant Schools Division Superintendents  
Chief- Curriculum Implementation Division (CID)  
Chief- Schools Governance and Operations Division (SGOD)  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

1. The schedule of Calatagan Sub Office will be moved from October 7, 2025 to October 13, 2025.
2. Administrative Officer II, Administrative Assistant II and Administrative Assistant III assigned in Junior High School Non-Implementing Units are advised to attend on October 20, 2025.
3. School Heads, ASP II and JHS Department Heads who are not available on October 7, 2025 may opt to attend to the next scheduled date of roll out (October 13, 2025).
4. Participants shall come in a prescribed office uniform.
5. Other provisions stipulated in DM 553 s. 2025 remain in effect.
6. Immediate and wide dissemination of this memorandum is earnestly desired.

  
**MARITES A. IBANEZ, CESO V**  
Schools Division Superintendent



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Enc. As Stated

Reference: DepEd Order No. 11 s. 2021

To be indicated in the Perpetual Index under the following subject:

Issuances-Division Memorandum

AUD/ ADDENDUM AND CORRIGENDUM TO DIVISION MEMORANDUM NO. 553 S. 2025 "DIVISION ROLL-OUT OF STANDARDIZED OFFICE AND INDIVIDUAL PERFORMANCE COMMITMENT AND REVIEW FORM FOR SCHOOL-BASED PERSONNEL"/ S2-112341/10-06-2025