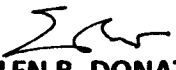



## REGIONAL MEMORANDUM

No. 060 s. 2016

DATE : March 4, 2016

TO : Schools Division Superintendents  
Chiefs of RO Divisions

FROM :   
**ELLEN B. DONATO, Ed.D., CESO III**  
Director IV 

SUBJECT : SUBMISSION OF THE 2016 INDIVIDUAL PROFESSIONAL DEVELOPMENT  
PLAN (IPDP)

1. In line with the implementation of the Results-Based Performance Management System and to properly address the professional needs of the staff & personnel of the Department, the following are enjoined to submit their 2016 Individual Professional Development Plan (IPDP) :
  - a) All Regional Office Personnel
  - b) Division Office Personnel (Chiefs of SGOD & CID, EPS, SEPS, EPS II, PSDS and School Heads)
2. Individual Professional Development Plan (IPDP) shall be based from the core competencies required in the RPMS following the attached format. Results of the IPDP will be consolidated per Division and shall serve as inputs to the Learning and Development Plan to be addressed by the Schools Division Office/Regional Office.
3. The consolidated IPDP shall be submitted at the Regional Office c/o HRDD or email at [hrddcar@yahoo.com.ph](mailto:hrddcar@yahoo.com.ph) on or before March 28, 2016.
4. For compliance

HRDD/emma

