



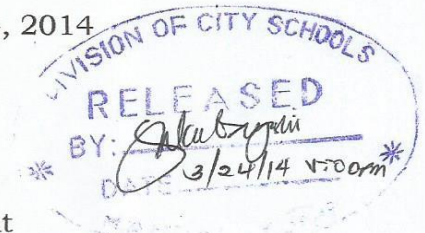
Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
City of Mandaluyong

Tel. no. 533-60-85 Fax. no. 532-71-17
E-Mail Address: depedmandaluyong@gmail.com
Official Website: depedmandaluyong.wordpress.com



March 24, 2014

**PERFORMANCE APPRAISAL SYSTEM
KEY TO DESCRIPTIVE RATING**



MEMORANDUM TO: Assistant Schools Division Superintendent
Education/District Supervisors
Principals, Public Elementary & Secondary Schools

This Office noticed that the performance appraisal system (performance rating form) key to descriptive rating found at the back of the said form being used by some schools is **incorrect** to wit:

Numerical Rating	Descriptive Rating
8.60 – 10.00	Outstanding
6.60 – 8.50	Very Satisfactory
4.60 – 6.50	Satisfactory
2.60 – 4.50	Unsatisfactory
2.50 & below	Poor

The following is the **correct** interval of the said key to descriptive rating:

Numerical Rating	Descriptive Rating
8.60 – 10.00	Outstanding
6.60 – 8.59	Very Satisfactory
4.60 – 6.59	Satisfactory
2.60 – 4.59	Unsatisfactory
2.59 & below	Poor

School heads are advised to correct the Performance Appraisal System Form effective Second Semester 2013-2014.

Immediate dissemination of this **Memorandum** is desired.


EVANGELINE P. LADINES, CESO VI
Schools Division Superintendent