



Republic of the Philippines
Department of Education
REGION IX
SCHOOLS DIVISION OF ZAMBOANGA SIBUGAY

DepEd, Division of Zamboanga Sibugay	
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BY: _____	DATE: FEB 05 2024
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2 February 2024

OFFICE MEMORANDUM

NO. **001**, s. 2024

PERSONNEL PRODUCTIVITY DAILY TASK AND OUTPUT SURVEY

To : Division Office Personnel
This Division

1. In our pursuit of continuous improvement and workplace efficiency, we are initiating a Personnel Productivity Daily Task and Output Survey through this link <https://forms.office.com/r/sENAt4rtc>.
2. This survey aims to gather insights into our daily tasks, identify potential bottlenecks, and assess overall productivity.
3. The survey must be completed on or before **February 9, 2024**. Your cooperation in completing the survey is vital for the success of this initiative.
4. Immediate dissemination of this Memorandum is desired.

VIRGILIO P. BATAN JR., CESO V
Schools Division Superintendent

Encl: As Stated

Reference: NONE

To be indicated in the Perpetual Index under the following subjects:
SURVEY

ZS-OM-OSDS-PER-2024-02-005-0
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