MEMORANDUM

FOR : ALL POEA OFFICIALS AND EMPLOYEES

SUBJECT : YEAR-END ASSESSMENT PROGRAM

DATE : 22 November 2004

The traditional Year-End Assessment Exercise is scheduled on Wednesday, 22 December 2004, at the Balik-Mandaya One-Stop Processing Center at 2:00 o’clock in the afternoon.

To highlight this year’s program, the POEA will hold a showdown of Stage Presentations among offices with the following mechanics:

1. The contest is open to the five major (5) offices namely: GASS, LRO, AO, PSO and WEO;
2. The Presentation is a 10 minute stage play with a combination of song, dance and dialogue;
3. The theme is about the overseas Filipino worker;
4. Participation is open to all POEA employees, including service contractors.

The following criteria will be the bases in judging the presentation:

- Presentation Concept 25%
- Costume and Props 25%
- Office Participation 25%
- Audience Impact 25%
The prizes at stake are the following:

- 1\textsuperscript{st} Prize 10,000
- 2\textsuperscript{nd} Prize 7,000
- 3\textsuperscript{rd} Prize 5,000
- 2 Consolation Prizes 3,000 each

Everyone is enjoined to participate in the showdown to showcase his/her artistic and creative talent.

\[\text{Signature}\]

RAMON T. TIONLOQJR.
Officer-in-Charge