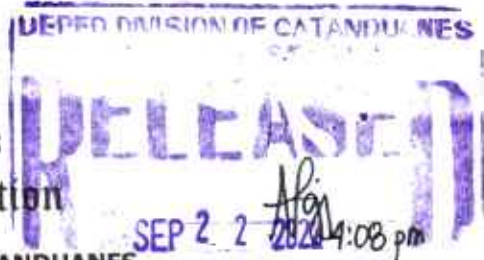




Republic of the Philippines
Department of Education
REGION V - BICOL
SCHOOLS DIVISION OFFICE OF CATANDUANES



September 22, 2022

DIVISION MEMORANDUM

OSDS- OSDS -DM- 403 S. 2022

**COMPETENCY ADVANCEMENT FOR RESILIENT EMPLOYEES (CARE) THROUGH
PRIME HRM ORIENTATION TO SCHOOLS AND SDO**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. In connection with the implementation of PRIME –HRM systems, this office calls for one (1) day orientation to all school heads of public elementary and secondary schools, teacher- representatives from all elementary and secondary schools and permanent, job orders/ contract of service employees of SDO to be held at **e- Crown Hotel, from 8:30 a.m. to 5:00 p.m.** on the following dates:

September 27, 2022- Zone 2, 3 and 4 Elementary School Heads
September 28, 2022- Zone 2, 3, and 4 Elementary School Teachers (1 teacher- representative per elementary school)
September 29, 2022- SDO- OSDS Regular Permanent, Jos and Cos
September 30, 2022- SGOD, Secondary School Heads and Secondary School Teachers (1 teacher- representative per secondary school)
October 1, 2022- CID, Zone 1 School Heads and Zone 1 Teachers (1 teacher- representative per elementary school)

2. The school heads of Integrated schools will join with the elementary school heads.
3. The activities aim to:



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- a. Gain functional understanding of the PRIME-HRM and the enabling implementation policies;
 - b. Discuss and harmonize issues and concerns on the implementation of the program and;
 - c. Establish the processes, procedures, structures and tools to effectively and efficiently implement the program.
4. The expenses to be incurred in this activity shall be charged from the HRTD Fund, while travel and other expenses shall be charged from mooe/local funds subject to the usual auditing rules and regulations. Participants on October 1 shall be given one (1) day service credit/coc pursuant to CSC and DBM Joint Circular No. 2 s. 2004.
5. For information, guidance and compliance of all concerned.


SUSAN S. COLLANO, CESO V
Schools Division Superintendent

Encls: as stated

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

ATD/DM- COMPETENCY ADVANCEMENT FOR RESILIENT EMPLOYEES (CARR) THROUGH
PRIME HRM ORIENTATION TO SCHOOLS AND SDO
0004/ September 22, 2022



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