



Republic of the Philippines
Department of Education
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY

D71-2019-001-341
DEPED MALAYBALAY CITY DIVISION
RELEASED
D: SEP 30 2019 TIME: 3:00
BY: [Signature]

DIVISION MEMORANDUM

No. 341, s. 2019

TO: Assistant Schools Division Superintendent
Chief Education Supervisors and Staff, CID and SGOD
Section and Unit Heads and Staff
All Others Concerned

FROM: **REBONFAMIL R. BAGUIO**
Schools Division Superintendent [Signature]

DATE: September 27, 2019

RE: **CORRIGENDUM TO DIVISION MEMORANDUM NO. 333, SERIES OF 2019 (CREATION OF DIVISION PLANNING AND TECHNICAL WORKING COMMITTEE ON PROGRAM TO INSTITUTIONALIZE MERITOCRACY AND EXCELLENCE ON HUMAN RESOURCE MANAGEMENT (PRIME HRM) AND COMPETENCY-BASED RECRUITMENT ORIENTATION)**

Relative to CSC MC No. 3, s. 2012 on Program to Institutionalize Meritocracy and Excellence on Human Resource Management (PRIME-HRM) this Office hereby creates the Division Planning and Technical Working Committee on PRIME-HRM and Competency-based Recruitment Orientation on **September 30, 2019, 8:00 AM** at The Garden's Party Venue.

Committee	Functions
Secretariat / Registration Chairman: Evelyn Joy V. Don Co-Chairman: Ruel T. Brigole Members: Aprille Mae H. Bandong Richard D. Amoy	<ul style="list-style-type: none">• Facilitate the registration / attendance• Prepare communication and memorandum related to the activity• Record proceedings of the activity and submit it to the Division PRIME-HRM Committee• Prepare and facilitate signing of certificates• Provide hand outs (hard copy and soft copy to the participants)



Republic of the Philippines
Department of Education
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY

<p>Physical, Food, and Technical Chairman: Anil U. Quindala Co-Chairman: Jocardo B. Desalan Member,,: Cheryl Jane C. Penalosa</p>	<ul style="list-style-type: none">• Prepare floor plan (table and chair arrangement, dining area, logistics etc..)• Facilitate the booking, choice of menu and provision thereof as scheduled• Facilitate the provision of logistics, sound system, microphones, and testing its functionality prior to the start of activity• Facilitate technical testing
<p>Program, Media, and Documentation Chairman: Pamela L. Astudillo Co-Chairman: Don A. Deximo Members: Gretchin C. Sanjorjo Cheryl D. Pabillaran Earl D. Maquido</p>	<ul style="list-style-type: none">• Prepares the program for the activity• Provide the media and audio presentation based on program• Facilitate videography (if necessary) and photography• Assist the speaker in the orientation proper
<p>Overall Steering Committee Chairman: Jutchel L. Nayra Co-Chairman: Guia Ma. Villahermosa Members: Florabelle Porras Rufelia J. Limbengco</p>	<ul style="list-style-type: none">• Supervise the performance of tasks of the working committees• Review the communication and memos related to the activity• Supervise and facilitate the conduct of the activity

Copy furnished:
Records Unit
Personnel Unit

TO BE POSTED ON THE WEBSITE