



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF BULACAN

February 3, 2022

DIVISION MEMORANDUM
No. 042 s. 2022

**CIVIL SERVICE COMMISSION ONLINE ASSESSMENT ON THE PROGRAM TO
INSTITUTIONALIZE MERITOCRACY AND EXCELLENCE IN HUMAN RESOURCE
MANAGEMENT (PRIME-HRM) MATURITY LEVEL OF SDO BULACAN**

To : Assistant Schools Division Superintendents
Division Chiefs
In-Charge of the PRIME-HRM Systems
All Others Concerned

1. In line with the application for Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) Maturity Level II of SDO Bulacan, please be informed that an online assessment shall be conducted by Civil Service Commission (CSC) Field Director Dulce Cochon on February 08, 2022, at Conference Hall, 3rd Floor SDO Bulacan, City of Malolos for SDO personnel concerned, and via Google Meet for other participants. Link will be provided before the said activity.
2. The activity aims to assess the program implementation as intended to:
 - Inspire the agency to transform their Human Resource Management Systems to support the agency mandates;
 - Empower agency in the performance of Human Resource Management functions;
 - Promote and reward excellent Human Resource Management practices;
 - Serve as venue for the exchange and development of expertise in the area of Human Resource Management; and
 - Serve as a search mechanism for the best practices in human Resource Management.
3. Attendees to this activity include the Assistant Schools Division Superintendents, Division Chiefs, representatives from the Civil Service Commission, and members of the team as follows:

Pillars	Team Leader	Members
Recruitment, Selection and Placement	Victoria Madrigal	Joel Vasallo, PhD. Cesar Valondo Teresita Alquiza, PhD Charito Laggui, PhD Keith Richard Hernandez Marcos Ramos Lorena Bodoso



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		Hana Hernandez
Learning and Development	Marilene G. Ramos	Marinella Garcia Sy Edelmira Dorega, PhD Erwin John Santos Bryan Amiel F. De Jesus Ma. Bella S. Fajardo Cecille E. Cruz Glenda S. Constantino Inah Marifaye S. Blanco Ma. Jesusa Pampilon, PhD
Performance Management	Cecilia S. Custodio, PhD	Jay-Arr C. Tayao Ma. Lourdes J. Patag Julienne Ira DG. Perez Leonora Bergado, PhD Racquel Salazar Angelita Baltazar Ma. Neriza Fanuncio, PhD Cecilia Buenaventura, PhD
Rewards and Recognition	Gregorio C. Quinto, Jr. EdD	Daniel V. Ortega, PhD Guillermo J. Flores, EdD Paulo Eduardo Cruz, Jr. Ana-Liza M. Villanueva. EdD Julie Ann C. Cruz Jay-Arr V. Sangoyo, PhD Agnes R. Bernardo, PhD

4. It is understood that documents as means of verifications (MOVs) per pillars both soft and hard copies were prepared by the team.
5. Attached is Enclosure 1 – Program Matrix for ease reference.
6. Expenses to be incurred in the conduct of the said activity shall be charged against Division MOOE subject to the usual accounting and auditing rules and regulations.
7. It is expected that all participants observe the minimum health standard protocols in compliance to Inter-Agency Task Force (IATF) policies under Alert Level 2 as pre-emptive interventions to combat COVID 19.
8. Immediate dissemination of this Memorandum and active participation is enjoined.


ZENIA G. MOSTOLES., EdD, CESO V
Schools Division Superintendent



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Enclosure No. 1 to Division Memorandum No. 077 s. 2022

**CIVIL SERVICE COMMISSION ONLINE ASSESSMENT ON THE PROGRAM TO
INSTITUTIONALIZE MERITOCRACY AND EXCELLENCE IN HUMAN RESOURCE
MANAGEMENT (PRIME-HRM) MATURITY LEVEL OF SDO BULACAN**
February 8, 2022

Time	Activity	In-Charge
8:00 – 12:00	Meeting of sub teams per pillar on the preparation of the presentation of MOVs	Team Leaders
12:00 – 1:00	Lunchbreak	
1:00 – 5:00	Assessment Proper	
	Opening Program National Anthem Prayer DepEd Mission, Vision and Core Values QMS Policy Statement Bulacan March	Work Committee: Jay-arr C. Tayao EPS – SGOD Richard Biglete ICT Master of Ceremonies: Cecille E. Cruz EPS II – HRD
	Opening Remarks	Rowena T. Quiambao, CESE Assistant Schools Division Superintendent
	Inspirational Message	Zenia G. Mostoles, EdD. CESO V Schools Division Superintendent
	Message from the CSC Field Office	Dulce Cochon CSC Field Director
	Presentation of Documents Performance Management	Cecilia S. Custodio, PhD. Chief EPS – SGOD
	Learning and Development	Marilene G. Ramos SEPS – HRD
	Rewards and Recognition	Gregorio C. Quinto, Jr. EdD. Chief EPS – CID
	Recruitment, Selection and Placement	Victoria Madrigal AO IV – Personnel
	Open Forum	
	Closing Remarks	Cecilia E. Valderama, PhD. Assistant Schools Division Superintendent



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