



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

April 25, 2025

DIVISION MEMORANDUM

No. 208 s. 2025

**SCALING HEIGHTS: TRAINING-BENCHMARKING ON SUSTAINABLE HR SYSTEMS
AND THE PQA FRAMEWORK**


To: Assistant Schools Division Superintendent
Chiefs of CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
HRM Core System Members
All Others Concerned

1. Pursuant to the Civil Service Commission (CSC) Memorandum Circular No. 3, s. 2012, otherwise known as the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM), and in support of the Department of Education's continuing efforts to improve internal systems, service delivery, and personnel development, this Office announces the conduct of the activity entitled "Scaling Heights: Training-Benchmarking on Sustainable HR Systems and the PQA Framework" on July 14-16, 2025, in Siargao, Surigao del Norte.
2. This learning and development activity aims to sustain and enhance the division's human resource systems by exposing HRM Core System members and selected school governance leaders to proven practices, documentation standards, and quality management frameworks employed by high-performing government institutions.
3. The three-day engagement will feature structured training sessions, benchmarking visits, collaborative workshops, and re-entry action planning to facilitate the adoption of innovative and sustainable human resource strategies.
4. A total of 58 participants, composed of HRM Core System members and SDO officials, including Public Schools District Supervisors (PSDS), are expected to join. The official list of participants is provided in Enclosure No. 1.
5. All confirmed participants are required to accomplish the Participant Confirmation and Information Form via the following link: <https://forms.office.com/r/tw5DsRidAR>
The deadline for submission is on or before April 28, 2025.
6. The following funding arrangements shall be observed:
 - a) Expenses of participants listed in Enclosure No. 1, including members of the PRIME-HRM Team, SDO officials, and Public Schools District Supervisors, may be sourced from the Division MOOE, respective district SEF, local government assistance, or other available funds, subject to the usual accounting and auditing rules and regulations.



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

- b) Concerned offices or districts are encouraged to coordinate internally to identify and secure appropriate funding support to ensure the participation of their representatives in this capacity-building activity.
7. This Memorandum shall serve as the official travel authority of all listed participants.
8. All attendees are reminded to comply with health, safety, and heat index precautions during the entire duration of the activity.
9. For inquiries and concerns regarding the activity, including travel coordination and budgetary requirements, you may contact the Human Resource Development Section through bulacan.sgodhrd@deped.gov.ph.
10. Attached herewith are the following enclosures for reference:
- Enclosure No. 1: List of Benchmarking Participants
 - Enclosure No. 2: Learning and Development Matrix


NORMA P. ESTEBAN, EdD, CESO V
Schools Division Superintendent

mgr/sgod-hrd memo
201/04-24-2025



Address: Provincial Capitol Compound, Brgy. Guinhawa, City of Malolos, Bulacan
Website: <https://bulacandeped.com>
Email: bulacan@deped.gov.ph



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

Enclosure No. 1 to Division Memorandum no. 208 s. 2025

LIST OF BENCHMARKING PARTICIPANTS

Top Management

1. Norma P. Esteban, EdD, CESO V (Schools Division Superintendent)
2. Ma. Celina L. Vega, CESO VI (Assistant Schools Division Superintendent)
3. Rainelda M. Blanco, PhD (Chief, SGOD)
4. Cecilia S. Custodio, PhD (Chief, CID)
5. Zerah Anne S. Belaidi, CPA (State Auditor II)
6. Alvin V. Suriben (Budget Officer III)

PRIME-HRM Core Systems Leaders And Members

Recruitment, Selection & Placement (RSP)

1. Victoria O. Madrigal
2. Joel I. Vasallo
3. Teresita B. Alquiza
4. Lorena P. Bodoso
5. Hana M. Hernandez

6. Charito N. Laggui, PhD

Learning and Development (L&D)

1. Marilene G. Ramos
2. Marinela Pengson
3. Edelmira S. Dorega
4. Bryan Amiel F. De Jesus
5. Glenda S. Constantino
6. Ma. Jesusa V. Pampilon
7. Melannie T. Sangoyo
8. Romy Boy C. Punongbayan

Performance Management

1. Jay-Arr C. Tayao
2. Ma. Lourdes J. Patag
3. Leonora V. Bergado
4. Racquel D. Salazar
5. Ma. Neriza F. Fanuncio
6. Cecilia P. Buenaventura
7. Angelita C. Baltazar
8. Edwin G. Dela Cruz
9. Shiela Marie De Silva
10. Marites Torno
11. Chique Razel Cruz

Rewards & Recognition (R&R)

1. Daniel V. Ortega
2. Guillermo J. Flores
3. Ana-Liza M. Villanueva
4. Jay Arr V. Sangoyo
5. Agnes R. Bernardo
6. Paulo Eduardo C. Cruz
7. Jennifer O. Daguman

Public Schools District Supervisors

1. Priscilla SM. Navarro
2. Alexander C. Cruz
3. Alexander I. Adonis
4. Paul C. Candelaria
5. Dulce Regina R. Flores
6. Carlito G. Dela Cruz
7. William C. Ortega
8. Marisa V. Ortega
9. Ma. Nina P. Avendaño
10. Gilbert M. Agapito
11. Maximo Herrera
12. Anabell R. Palomo
13. Lorelina G. Sierra
14. Jonar David
15. Esperanza Perez
16. Priscilla P. Iliscupidez
17. Nora G. Manalo
18. Marilou V. Cruz
19. Lorena B. Cardenas
20. Lourdes T. Villena
21. Rafael C. Rubio



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

Enclosure No. 2 to Division Memorandum no. 208 s. 2025

LEARNING AND DEVELOPMENT MATRIX
July 14-16, 2025, Siargao, Surigao del Norte

Day 1 – Arrival & Training Kick-off

- Flight from Manila to Siargao
- Check-in and welcome lunch
- Opening program and orientation on goals, objectives, and learning design
- Training session: PRIME-HRM System Sustainability Framework
- Learning Walk: Tour of SDO Siargao offices
- Evening: Reflections and insights

Day 2 – Benchmarking Visits & Integration

- Morning visit to model schools or LGUs practicing quality management
- Training input: Introduction to the PQA Framework and its applications
- Small group sharing and comparative analysis
- PRAISE system demonstration or sharing session
- Evening group workshop: Drafting localized action plans

Day 3 – Planning, Synthesis & Return

- Morning integration session: Best Practices Mapping
- Presentation of draft re-entry/action plans
- Evaluation and closing ceremony
- Check-out and return flight to Manila

EXPECTED OUTPUTS:

- Re-entry action plans aligned to PRIME-HRM and PQA standards
- Updated sustainability strategies per HR core system
- Enhanced awareness of quality frameworks
- Division-level recommendations for HR maturity advancement