



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

January 16, 2026

**DIVISION MEMORANDUM**

No. 36, s. 2026

**VALIDATION AND PILOT TESTING OF HRMMS  
(HUMAN RESOURCES MONITORING AND MANAGEMENT SYSTEM)**

To : Asst. Schools Division Superintendents  
Division Chiefs  
Secondary School Principals/ OIC  
HR Unit Head  
ICT Unit Head  
Secondary Administrative Assistant II (Personnel-in-Charge of  
Personnel Actions)  
All others concerned

1. In line with the continuous improvement of human resource processes in the Schools Division of Bulacan, this Office announces the Validation and Pilot Testing of the Human Resources Monitoring and Management System (HRMMS) on January 21, 2026, 9:00 AM to 12:00 PM at Pulilan Central School, Poblacion, Pulilan.
2. The following are expected to attend:
  - a. 98 Secondary Schools' Administrative Assistants
  - b. 11 Junior High School Administrative Officer II
  - c. 32 Senior High School Administrative Officer II
  - d. Nica Marie B. Magisa – Resource Person, Head Teacher III, Parada National High School
  - e. Ronald G. Gabito – Resource Person, Principal III, FVR Phase III, Elementary School
  - f. Marco Paolo M. Victoriano - Resource Person, ITO I, SDO Bulacan
  - g. 5 HR Personnel
  - h. 6 Members of the Technical Working Group from the ICTU and host school



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

3. The activity aims to:
  - a. Validate the functionalities and data accuracy of the HRMMS prior to its full implementation and
  - b. Gather feedback from end-users to ensure efficiency and reliability of HR processes.
4. Participants of the validation and pilot testing of HRMMS are required to bring laptop, portable broadband and their data re: unfilled positions.
5. Expenses to be incurred in the conduct of this activity such as transportation shall be taken from the school local funds while meals shall be charged to the Division MOOE. Subject to usual auditing and accounting rules and regulations.
6. This Memorandum serves as travel authority of the participants.
7. Wide dissemination of this Memorandum is desired.

**CECILIA E. VALDERAMA, PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent