



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

To: Asst. Schools Division Superintendents
Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
HRMPSB /Subcommittee
AO II/ADAS (Focal Person)
All others Concerned

Subject: 2nd Quarterly Meeting of AO 2 and ADAS-in Charge of HR Actions in the Elementary and Secondary Level

Date: June 10, 2026

Please be informed that a meeting of Administrative Officer II (AO II) and Administrative Assistant II (ADAS II) in charge of Personnel Actions will be held on **June 15, 2026 (Monday), 1:00 PM** via **Microsoft Teams** through the link provided below.



The agenda of the meeting are as follows:

1. Processing of appointments of newly hired teachers;
2. Computation of remuneration for external ARAL Program Tutors and service credits for internal ARAL Program Tutors;
3. Updates on the Human Resource Monitoring and Management System (HRMMS); and
4. Updates on the Human Resource Management System (HRMS).

The participants for this activity are as follows:

- AO II (Elementary, Junior High School and Senior High School)
- ADAS II- in charge of Personnel Actions.

For information, guidance, and compliance.


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Schools Division Superintendent



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