



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

September 22, 2020

OFFICE MEMORANDUM

No. **365**, s. 2020

To: Director III
Regional Office Division Chiefs
Section/Unit Heads
All Others Concerned

SUCCESSION PLANNING ACTIVITY

1. In consonance with the aims of the Civil Service Commission Program to Institutionalize Meritocracy and Excellence in Human Resource Management (CSC PRIME HRM), this Office, through the Human Resource Development Division (HRDD) shall conduct Succession Planning Activity on September 24, 2020, 8:00 AM to 5:00 PM at the RELC NEAP RVIII, DepEd Compound, Government Center, Candahug, Palo, Leyte.
2. The activity aims to identify, assess and develop necessary competencies to retain a talent pool of employees to ensure a continuity of work and leadership.
3. The participants to this activity are as follows:

Name	Division/Section/Unit	Work from Home
Ms. Mercedes D. Sarmiento	Administrative	
Dr. Rosemarie M. Guino	CLMD	
Mr. Cesar P. Verunque	ESSD	
Ms. Alma E. Suyom	Finance	
Dr. Alejandrito L. Yman	FTAD	/
Dr. Harvie D. Villamor	HRDD	
Dr. Isidro C. Catubig	PPRD	
Mr. Sonny S. Tayum	QAD	
Ms. Jasmin F. Calzita	ORD-PAU	/
Atty. Eleanor C. Calumpiano	ORD-Legal	/
Mr. Jim Albert M. Lagado	ORD-ICT	
Mr. Joy Bihag	LRMDS	

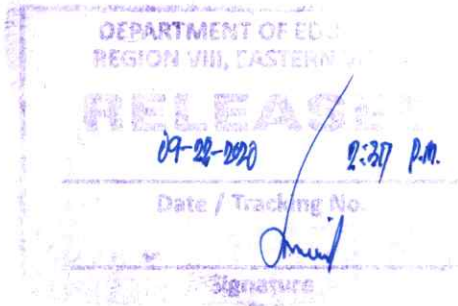


Dr. Elsa Gerona	HNU	/
Engr. Ryan Jay L. Bagon	Physical Facilities	
Mr. Rogelio O. Ticoy Jr.	NEAP Dorm	
Ms. Eva D. Rosales	Admin-PS	
Mr. Ariem V. Cinco	Admin-Records	
Ms. Apple T. Reyes	Admin-GSU	/
Ms. Elizabeth C. Caboboy	Admin-Asset Management	/
Ms. Russel Resco	Admin-Cash	
Ms. Gladys M. Fabillo	Finance	/
Ms. Fe M. Gerona	Finance-Accounting	/
Mr. Gary Jay N. Calipayan	Finance-Budget	/

4. The venue, meals for the participants, and honoraria of the resource speaker shall be charged to the HRDD funds, subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of and compliance with this Memorandum are desired.


RAMIR B. UYTICO EdD, CESO IV
 Director IV

HRDD-MCAM





SUCCESSION PLANNING

REL, NEAP R-8, DepEd Compound, Candahug, Palo, Leyte
 September 24, 2020

Time/Day	September 24, 2020
8:00 AM-8:30 AM	Registration
8:31 AM- 8:45 AM	Opening Program
8:46 AM-11:55 AM	What is Succession Planning? Succession Planning vs Replacement Planning <i>Resource Speaker: Dir. Victoria F. Esber</i> <i>Course Administrator: Mr. Charl G. Pabillon</i>
11:56 AM- 1:00 PM	Lunch Break
1:01 PM- 4:45 PM	Succession Management: Critical Success Factors Process of Succession Planning <i>Resource Speaker: Dir. Victoria F. Esber</i> <i>Course Administrator: Mr. Charl G. Pabillon</i>
Officer of the Day	Dina S. Superable

Prepared by:


MAUREEN CHARISSE A. MALTOS
 EPS II

Noted:



HARVIE D. VILLAMOR EDD
 HRDD Chief

