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

February 6, 2024

REGIONAL MEMORANDUM

No. **128** s. 2024

REGIONAL MEETING WITH THE DIVISION HUMAN RESOURCE MANAGEMENT OFFICERS

To: Schools Division Superintendents
Human Resource Management Officers
All Others Concerned

1. To address issues and concerns relative to Personnel-related actions and processes, this Office through the Administrative Division-Personnel Section shall conduct a Regional Meeting with the Human Resource Management Officers on **March 7, 2024**, 8:30AM onwards at the RNEAP Hall, DepEd Regional Office VIII, Government Center, Candahug, Palo, Leyte.
2. The agenda of the activity are the following:
 - 2.1 Human Resource Information System (HRIS)
 - 2.2 Filling-up of Items
 - 2.3 Updating of PMIS and PSIPOP
 - 2.4 Documentary requirements for appointment
 - 2.5 Best Practices on HR Services
 - 2.6 Other Matters
3. The participants to this activity are the Chief and Supervising Administrative Officer of the Regional Office-Administrative Division, Regional and Division Human Resource Management Officers, and RO-Personnel Section staff.
5. Travel and other incidental expenses of division participants shall be charged against local fund while board and lodging and other miscellaneous expenses to Regional Office fund subject to the usual accounting and auditing rules and regulations.
6. Immediate dissemination of and strict compliance with this Memorandum are desired.

F. M.
EVELYN R. FETALVERO CESO IV
Regional Director

Enclosure: None

Reference: None

To be indicated in the Perpetual Index under the following subjects:

HUMAN RESOURCE MANAGEMENT OFFICERS



AD-PS-EDR



Address: Government Center, Candahug, Palo, Leyte
Telephone No.: (053) 832-5738
Email Address: region8@deped.gov.ph
Website: region8.deped.gov.ph