



Republic of the Philippines
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
www.depednegor.net

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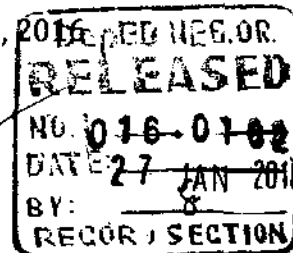
MEMORANDUM TO :

MS. IRYLL MAE S. MACAHIG
Education Program Specialist II

MS. LANI B. YURONG
Administrative Officer IV (HRMO)

This Office

January 26, 2016



Please be informed of your attendance to the CSC Capacity-Building Session on the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) and Strategic Performance Management System (SPMS) with Teambuilding & Regular Meeting on January 28-29, 2015 at the Canlaon City Pension House, Canlaon City, Negros Oriental.

Traveling and other incidental expenses incurred in connection with this activity shall be charged against local funds/MOOE, subject to the usual accounting and auditing rules and regulations.

For your information, guidance and compliance.

GOD BLESS!

LELANIE T. CABRERA, CESE
Asst. Schools Division Superintendent
OIC-SDS

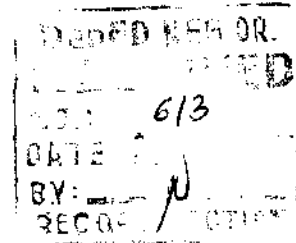
LTC/LPS/bing

"EFA 2015: Karapatan ng Lahat, Pananagutan ng Lahat"

**NEGROS ORIENTAL COUNCIL OF ADMINISTRATIVE AND PERSONNEL OFFICERS
(NOCAPO)**

January 14, 2016

MRS. LELANIE T. CABRERA, CESE
Asst. Schools Division Superintendent
Officer-In-Charge
DepEd, Div. of Negros Oriental



Dear Mrs. Cabrera,

The Negros Oriental Council of Administrative and Personnel Officers (NOCAPO) will be holding a *"Capacity-Building Session on the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) and Strategic Performance Management System (SPMS) with Teambuilding & Regular Meeting"* on January 28-29, 2016 at the Canlaon City Pension House, Canlaon City, Negros Oriental to enhance the capability of human resource management practitioners (HRMPs) in implementing PRIME-HRM and SPMS in their respective agencies. Registration fee is P1,600.00 for the two-day activity. Assembly is at 8:00 a.m. at the CSC Negros Oriental Field Office, Dumaguete City.

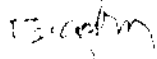
Please allow your Office's HRMP to participate in this activity, as they will be made to assess their respective agencies' compliance with PRIME-HRM standards, and make and implement a PRIME-HRM Action Plan in your agency.

Please know that agencies will soon undergo an audit / assessment by the Civil Service Commission (CSC), to determine whether they have complied with the world-class standards on human resource management as embodied in PRIME-HRM, which is relevant now that our country is involved in the ASEAN Economic Integration.


We look forward to your usual positive response.

Thank you very much.

Very truly yours,


EUFEMIA J. GUTANG
President, NOCAPO

Noted


ATTY. GINA A. CRUCIO
Director II
CSC Negros Oriental Field Office

**NOCAPO DEVELOPMENT SESSION ON PRIME-HRM & SPMS,
AND REGULAR MEETING**

January 28 - 29, 2016

Canlaon Pension House Multipurpose Hall

PROGRAMME

DAY 1 - Jan. 28 Thursday

- 8:00 AM Assembly at CSC Office/Leave for Canlaon
- 11:00 AM Arrival / Registration
- 12:15 PM Lunch
- 1:00 PM Discussion 1 (PRIME-HRM)
- 3:00 PM Self-Assessment of Agencies Based on PRIME-HRM Standards & Action Planning
- 4:00 PM Discussion 2 (SPMS) – with working break
- 5:30 PM Discussion 3 (ARTA)
- 6:00 PM Open Forum
- 6:30 PM WELCOME RECEPTION (Filipiniana)
- Tribute to the Nation*
- Tribute to the City*
- Tribute to Participants by Canlaon City Tourism Office*
- Welcome Address by Hon. Jimmy Jayme L. Clerigo, City Mayor or Rep.*
- Acknowledgment of Participants*
- Intermission by Ikaw Ang Sikat - Canlaon Talent Box*
- Turn-over of the Key to the City from Mayor Jimmy to Atty. Crucio*
- Response by Dir. Crucio*
- Closing Remarks by Mr. Floriano S. Dael, City Administrator*
- Finale (Pasayaw Festival Dance)*
- Dinner Proper*
- 7:30 PM NOCAPO TIME / REGULAR MEETING / Continuation of CSC Discussion

DAY 2 - Jan. 29 Friday (Safari Outfit)

- 7:00 AM Breakfast
- 7:45 AM Teambuilding & Educational Tour Briefing
- 8:00 AM Discussion / Teambuilding Activities
- 9:00 AM Uptown Vegetable Market
- Century-Old Tree and OISCA
- Kanlaon Inland Resort and Eco-Tourism Park
- Pinamentigan Hanging Bridge / Quipot Falls
- 11:00 AM Back to Venue / Preparations
- 12:15 PM Lunch
- 1:00 PM Send-off

See you all at the Highland Garden City of Canlaon!

(Please bring jacket, umbrellas, walking shoes, hat, shawl, & bathing suit)