



RELEASED
DATE: 3/11/21

DIVISION MEMORANDUM

No. 45 s. 2021

VIRTUAL TRAINING AND ASSESSMENT OF PRIME-HRM, ENHANCEMENT OF FRONTLINE SERVICES RELATIVE TO COVID 19, TEACHER INDUCTION PROGRAM, FINANCIAL PROGRAM IMPLEMENTATION REVIEW AND JOINT PREPARATION OF 2022 BUDGET AND PLANS FOR THE DIVISION AND SCHOOLS.

To: Curriculum and Implementation Division (CID)
Schools Governance and Operations Division (SGOD)
OSDS Personnel, School Heads, ADAs and TWG of Prime HRM

The Division of Tangub City announces the holding of a virtual training and assessment of PRIME- HRM, Enhancement of frontline services relative to COVID 19, Teacher Induction Program, Financial Implementation Review and Joint Preparation of 2022 Budget and Plans for the division and schools with different schedules to wit;

- a. Virtual Training and Assessment of PRIME-HRM leading to Level III Accreditation – April 16, 2021
- b. Enhancement of Frontline Services Due to COVID 19 – April 29, 2021
- c. Teacher’s Induction Program – June 4, 2021
- d. Financial Program Implementation Review & other activities- July 2,2021
- e. Joint Preparation of 2022 Division and Schools Plan and Budget – October 5 & 6, 2021

This training capacitates every participant to support and cooperate the vision of this Division to acquire the third level accreditation of the Civil Service Commission which is the PRIME-HRM. Its effect of being deregulated from the CSC specifically on the attestation of appointments. Thus, the delivery of excellent service is to be attained.

- 1. This training aims to achieve the following objectives:
 - a) Prepare every employee on what to accomplish in preparation of the evaluation of the four pillars of PRIME-HRM.
 - b) Improve the delivery of services to 110 percent by extending it beyond what is required.
 - c) Monitor the division and school budget by quarter.
 - d) Allow new teachers to embrace the rules and regulations set by DEPED and the Civil Service Commission.
 - e) Enjoin everyone to fulfill the 10-point agenda of DepEd.
- 2. Included in this memorandum is the list of participants, training matrix and protocols to be observed while the training is ongoing.
- 3. Immediate and wide dissemination of this Memorandum is desired.

AGUSTINES E. CEPE, CESO V
Schools Division Superintendent

