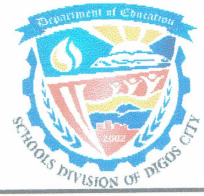




Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
Digos City



DIVISION MEMORANDUM  
No. 155, s. 2018

February 13, 2018

**LEARNING AND DEVELOPMENT SESSIONS ON THE OMNIBUS RULES ON APPOINTMENT AND OTHER HUMAN RESOURCE ACTIONS (ORAOHRA)**

To: **ALELI M. CHIONG**  
Administrative Officer IV

1. In relation to the letter dated February 9, 2018 of Dir. Richard T. Ortiz, Civil Service Commission, Davao del Sur Field Office re: Learning and Development Sessions on the Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA), you are hereby directed to join the said seminar on February 27- March 2, 2018 at Crisbel Crown Center in Digos City.
2. A registration fee of Four Thousand pesos (P4,000.00) shall be charged against local funds subject to the usual accounting and auditing rules and regulations
3. For your compliance and information.

FOR AND IN THE ABSENCE OF:

**WINNIE E. BATOON, EdD**  
Officer in Charge  
Office of the Schools Division Superintendent

  
**MELANIE P. ESTACIO, Ph.D.**  
OFFICER-IN-CHARGE  
OFFICE OF THE ASSISTANT SCHOOLS DIVISION SUPERINTENDENT

DepEd Schools Division of Digo.

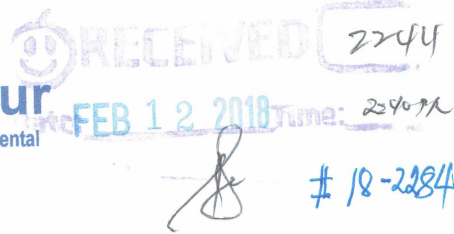
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Date: 4 FEB 2018 Time: 9:28 AM

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DepEd Schools Division Office  
**The CSC in Davao del Sur**

Currently Serving Both Provinces of Davao del Sur and of Davao Occidental  
Digos City



February 9, 2018

**WINNIE E. BATOON, Ed.D.**  
Schools Division Superintendent  
Department of Education Digos City Division Office  
Roxas Street, Digos City

Dear Dr. Batoon:

The CSC Regional Office No. 11 will once again conduct two batches of **Strengthening Excellence in Human Resource Actions (SEHRA)** that tackles the new rules on appointments as cited in CSC Memorandum Circular No. 24, series of 2017, otherwise known as the Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA). These batches will be exclusively for DepEd participants from the three divisions of Davao del Sur, Davao Occidental and Digos City, and the schedule for the first batch is set on February 19-22, 2018 while that for the second batch is on February 27 to March 2, 2018, both at Crisbel Crown Center in Digos City.

Invited to join this four-day, non-residential seminar are the members of the Human Resource Merit Promotion and Selection Board (or HRMPSB, which is the new name for the Personnel Selection Board) at the school, district and division levels, and the Human Resource Management Officers/Administrative Officers and their staff doing tasks related to the preparation of appointments and their required attachments. A registration fee of Four Thousand Pesos (P4,000) per participant shall be collected to cover necessary expenses, including materials (such as a copy of the ORAOHRA booklet), lunch and morning /afternoon snacks.

Kindly send the names of your participants to my office by delivery or email ([rtortiz2@yahoo.com](mailto:rtortiz2@yahoo.com) or [csc11ddsfo@yahoo.com](mailto:csc11ddsfo@yahoo.com)) or through phone call to Ms. Yvette May Jugadora (Human Resource Specialist II in my office) through pour landline phone number at 082 553 4671 or through her mobile phone number at 09171046431 (Globe) or 09988546573 (Smart) not later than 12:00 noon of February 15, 2018 for the batch set on February 19-22, 2018, and at the same time of February 22, 2018 for the next batch set on February 27 to March 2, 2018. Please take note that my office holds the right to deny acceptance of participants once the quota is met before this deadline. Furthermore, those with confirmed participants who fail to attend without prior notice will be billed on the first day inasmuch as reservation for the food of said participants will have already been made in advance.

Very truly yours,

  
**RICHARD T. ORTIZ**  
Director II