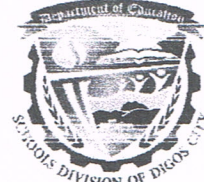




Republic of the Philippines
DEPARTMENT of EDUCATION
REGION XI
Schools Division of Digos City
City of Digos



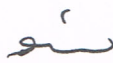
June 9, 2016

DIVISION MEMORANDUM
NO. 286, s.2016

"BUILDING CUSTOMER-CENTRICITY IN THE WORKPLACE"

To: 1. Ethel D. Calva

1. Attached are copies of the Division Advisory Number 28 s. 2016 dated May 27, 2016 and the Regional Advisory Number 054 s. 2016 dated May 25, 2016 from Atty. Alberto T. Escobarte, Regional Director, informing that the Civil Service Commission ROXI will conduct a learning development program on **"Building Customer-Centricity in the Workplace"** on June 22-23, 2016 at Davao City (venue to be announced later).
2. Anent to this, you are advised to attend the two-day course/program. This two-day course will be conducted on non-residential basis and a training fee of Two Thousand Four Hundred Pesos (2,400.00 Php) per participant will be charged against local funds subject to the usual accounting and auditing rules and regulations.
3. Enclosed is a copy of the letter from Annabelle B. Rosell, Director IV, Civil Service Commission, Regional Office XI for information and the nomination slip for the confirmation of attendance.
4. For your guidance and compliance.


DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

DepEd Schools Division of Digos

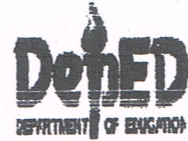
RELEASED

Date: JUN 10 2016 Time: 9:55

RBD-HRD



Republic of the Philippines
DEPARTMENT of EDUCATION
REGION XI



City Schools Division of Digos

Office of the City Schools Division
Superintendent

Tel. No. (082) 553-8376; 553- 8396; 553-8375
Fax No. (082) 553 - 8376

Division Office Advisory No. 28 s. 2016

In compliance with DECS Order No. 28 s. 2001

This advisory is issued to all Heads/Administrators of Public and Private Secondary and Elementary Schools and OICs Secondary and Elementary Annexes
May 27, 2016

1. DECS Order No. 28 s. 2001 authorizes this Department/Division to disseminate information on suggested competitive events, scholarship and training opportunities for our teachers, students and pupils. These are issued as ADVISORIES, purely for field information. Participation is on the basis of personal judgment, time and resources.
2. Herewith is a copy of the Regional Advisory No. 054, s. 2016 dated May 25, 2016 from Atty. Alberto T. Escobarte, Regional Director, informing that the Civil Service Commission ROXI will conduct a learning development program on "Building Customer-Centricity in the Workplace" on June 22-23, 2016 at Davao City (venue to be announced later).
3. Participants to the training are the frontline service personnel in your respective office. Attendance is on official business, chargeable to local funds subject to the usual accounting and auditing rules and regulations.
4. Enclosed is a copy of the letter from Annabelle B. Rosell, Director IV, Civil Service Commission, Regional Office XI for information and the nomination slip for the confirmation of attendance.
5. Immediate dissemination of this Advisory is earnestly desired.


DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

DepEd Schools Division of Digos

RELEASED

Date: JUN 01 2016

By: 



Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
Rehiyon XI
Lungsod ng Davao
Tanggapang Panrehiyon



Address: F. Torres Street, Davao City (8000)
Telefax Nos. (082) 225-0816

DepEd Schools Division Office

DepED Region XI ADVISORY No. 054 Dated May 25, 2016

RECEIVED 4324

This advisory is issued for the information of
All Schools Division Superintendents
Region XI

Date: MAY 26 2016 Time: 3:20 PM

By: [Signature]

Please be informed that the Civil Service Commission ROXI will conduct a learning development program on **Building Customer-Centricity in the Workplace** on June 22-23, 2016 at Davao City (venue to be announced later). Frontline service personnel in your respective Office are invited to attend the said program on official business, chargeable to Local Funds.

For immediate dissemination.

ATTY. ALBERTO T. ESCOBARTE, CESO IV
Regional Director

[Signature]
TERESITA G. TAMBAGAN
OIC, ASSISTANT REGIONAL DIRECTOR

Incl: CSC RXI Letter Building Customer-Centricity in the Workplace

ROAS

Department of Education
Regional Office XI
RECORDS SECTION
RELEASED
By: [Signature]
Date: 5/25/16 Time: _____



Republic of the Philippines
CIVIL SERVICE COMMISSION

Regional Office No. XI

Escalante Drive cor. Beechnut St., Escalante Subd., Matina, Davao City, 8000

☎ : (082) 2991724/25/27, ☎ : (082) 2993118, ✉ : csc011@yahoo.com

Department of Education

Regional Office XI

RECORDS SECTION

RECEIVED

by: _____

Date: 5-27-16 Time: 9:01

Barcode No: 16-05-0423

May 17, 2016

Director Alberto T. Escobarte
 Regional Director
 Department of Education
 Region 11, F. Torres St.
 8000 Davao City

Dear Director Escobarte:

The Civil Service Commission (CSC) being the central human resource institution of the government is mandated by law to promote excellence and high standards of performance and adherence to ethical standards in the public service.

In today's customer-oriented public service environment, how one handle one's customers can directly affect your individual goals as well as the organization's performance. There is a need for government offices to secure competitive advantage through an effective and efficient *Customer Service*.

In this regard, the CSC Regional Office No. XI Davao City will conduct a learning and development program entitled "**Building Customer-Centricity in the Workplace**" on **June 22-23, 2016** in a hotel in Davao City. We invite you to send the frontline service providers in your Office that they may be able to establish excellent rapport with the public and maintain high performance standards in the delivery of public service.

The 2-day course will be conducted on a non-residential basis and a training fee of **Two Thousand Four Hundred Pesos Only (P 2,400.00)** will be charged per participant to defray expenses for meals, supplies, and other incidental expenses.

Kindly accomplish the attached nomination slip and send it to the nearest CSC Field Office or to this Office, on or before **June 8, 2016**, for the reservation in the said hotel. However, we reserve our right to deny acceptance of participants once the quota is reached before the deadline.

Furthermore, agencies with confirmed participants who fail to attend the seminar without prior notice will be billed for the first day inasmuch as reservation for the food of said participant has already been made in advance.

For further details, you may call Human Resource Division at telephone number (082) 299-1727 or 299-1726

Very truly yours,

Annabelle B. Rosell
ANNABELLE B. ROSELL
 Director IV

NOMINATION SLIP

AGENCY: _____ Contact No. _____
 Title of Training: Building Customer-Centricity in the Workplace, June 22-23, 2016

() We will send the following participant/s, namely:

	Last Name, First Name, M.I.	Position	Nickname
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

 Head of Agency
 (Signature over Printed Name)