



Republic of the Philippines  
Department of Education  
REGION XI  
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

CID-2023-371

To : CID Chief  
Jem Boy B. Cabrella – Education Program Supervisor

Subject : **ATTENDANCE TO THE 2023 PUBLIC SECTOR HR SYMPOSIUM**

Date : September 18, 2023

Herewith is the invitation letter from Atty. Jennifer L. Timbol, Director IV of the Human Resource Policies and Standards Office of the Civil Service Commission, on its upcoming 2023 Public Sector HR Symposium scheduled on September 26-27, 2023, at the World Trade Center in Pasay City, Metro Manila.

With this regard, this office enjoins **Mr. Jem Boy B. Cabrella** to attend in the Awarding Ceremony recognizing Accredited External Assessors for PRIME-HRM on September 27, 2023, preferably via virtual.

The Civil Service Commission will cover the registration fee for the participation of Mr. Cabrella in the HR Symposium.

To facilitate seamless arrangements, the participant is requested to confirm attendance by September 18, 2023 through [eprimehrm@csc.gov.ph](mailto:eprimehrm@csc.gov.ph), providing the following particulars:

- Name of the Participant
- Preferred mode of attendance (virtual or face-to-face)

For information and compliance.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO, PhD, CESO VI**  
OIC – Schools Division Superintendent

DepEd Schools Division of Digos City  
RECORDS SECTION

**RELEASED**  
27-108552  
DATE: SEP 18 2023 TIME: 2:49 PM  
BY: *[Signature]*

Enclosed: As stated.

CID/jbc





## HUMAN RESOURCE POLICIES AND STANDARDS OFFICE

15 September 2023

**MELANIE P. ESTACIO, PhD, CESO VI**

OIC-School Division Superintendent  
Department of Education – Schools Division of Digos City  
Roxas corner Lopez Jaena Streets,  
Brgy. Zone II, Digos City  
sdsoffice.digos@deped.gov.ph  
melanie.estacio@deped.gov.ph

Dear **Dr. Estacio**:

*Greetings from the Civil Service Commission (CSC)!*

We extend our warmest congratulations to your agency Human Resource Management Officer (HRMO), [Name of HRMO], for successfully completing the accreditation process, thereby achieving the status of an Accredited External Assessor for the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM).

In light of this achievement, we would like to invite **Mr. Jem Boy B. Cabrella** to the awarding ceremony, recognizing Accredited External Assessors for PRIME-HRM on 27 September 2023. This event will take place alongside the upcoming 2023 Public Sector HR Symposium scheduled on 26 -27 September 2023, at the World Trade Center in Pasay City, Metro Manila.

We are pleased to inform you that the CSC will cover the registration fee for your HRMO's participation in the HR Symposium.

During this symposium, the CSC will bestow accreditation certificates upon HRMOs who have demonstrated excellence through the accreditation process. This occasion also provides a platform to introduce them to various government agencies, serving as an inspiration for fellow government employees to strive for the highest levels of excellence in their respective capacities. The symposium offers a valuable opportunity for networking, knowledge exchange, and insights sharing among HR professionals representing diverse sectors.

To facilitate seamless arrangements, we kindly request your HRMO's attendance confirmation by 18 September 2023.

Please direct your response to [eprimehrm@csc.gov.ph](mailto:eprimehrm@csc.gov.ph), providing the following particulars:

- Name of HRMO
- Preferred mode of attendance (virtual or face-to-face)

Once again, congratulations on this milestone achievement, and we eagerly anticipate your HRMO's participation in this prestigious event.

Thank you and more power!

Very truly yours,

**Atty. JENNIFER L. TIMBOL**  
Director IV

*HRPSO/APCCD/JLT/SGA/BAM/jean*

Bawat Kawani, Lingkod Bayani