

# Republic of the Philippines

### Department of Education

Region XI SCHOOLS DIVISION OF DIGOS CITY Digos City

#### OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM OSDS-2025- 079

To

HUMAN RESOURCE MANAGEMENT SECTION

.ELEMENTARY AND SECONDARY SCHOOL HEADS CONCERNED PERSONNEL IN SCHOOLS PERFORMING HUMAN RESOURCE MANAGEMENT FUNCTIONS

Subject

Attendance to the PCHRMP General Membership Meeting

Date

27 March 2025

This has reference to the letter dated March 11, 2025 of Mary Catherine A. Llanos-Cobias, DM-HRM, President of the Provincial Council of Human Resource Management Practitioner (PHRMP) of Davao del Sur and Davao Occidental, noted by Richard T. Ortiz, Director II of the Civil Service Commission, Davao del Sur/Occidental Field Offices, requesting for the "presence of the HRMO and those performing human resource management functions" in schools "to attend the GENERAL MEMBERSHIP MEETING on April 4, 2025 (Friday) from 9:00 am to 4:00 pm at Mega's World, Aurora Extension, Digos City."

In view of the foregoing, you are hereby enjoined to attend the said PCHRMP General Assembly. A registration fee of One Thousand Two Hundred Pesos (P.1,200.00) will be collected each participant which shall be chargeable to the School MOOE including traveling expenses, subject to the usual accounting and auditing rules and regulations

For immediate dissemination and proper guidance.

Digitally signed by Melanie P.

Estacio Date: 2025.03.28 09:58:58 +08'00'

MELANIE P. ESTACIO, Ph.D. CESO VI Schools Division Superintendent

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RECORDS SECTION

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## Republic of the Philippines

### Department of Concation

Region XI

# SCHOOLS DIVISION OF DIGOS CITY

Digos City

March 21, 2025

# MS. MARY CATHERINE A. LLANOS-COBIAS, DM-HRM

President

Provincial Council of Human Resource Management Practitioners Davao del Sur Provincial Office

#### Dear Ms. Llanos-Cobias :

This pertains to your letter dated March 11, 2025 inviting Ms. Raquel L. Cedeño, School Principal II of Dawis National High School, Dawis, Digos City to attend the GENERAL MEMBERSHIP MEETING of the Provincial Council of Human Resource Management Practitioners on April 4, 2025 (Friday) at 9:00 am - 4:00 pm at Mega's World, Aurora Extension, Digos City, Davao del Sur with a registration fee of ONE THOUSAND TWO HUNDRED PESOS ONLY (Php 1,200.00), to help defray expenses.

The Office of the Schools Division Superintendent has no objection to the invitation provided that travel expenses shall be shouldered by the Council.

Thank you for writing us.

Very truly yours,

Digitally signed by Melanie P.

Estacio

Date: 2025.03.24 14:33:09 +08'00'

MELANIE P. ESTACIO, Ph.D., CESO VI

Schools Division Superintendent

Copy Furnished:

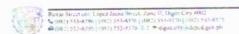
### MARY CATHERINE A. LLANOS-COBIAS, DM-HRM

President

Provincial Council of Human Management Practitioners Davao del Sur Provincial Office

RAQUEL L. CEDEÑO

Principal II Dawis National High School Dawis, Digos City







## PROVINCIAL COUNCIL OF HUMAN RESOURCE MANAGEMENT PRACTITIONERS

(PCHRMP)

Davao del Sur and Davao Occidental Civil Service Commission - Davao del Sur Provincial Office, Digos City



MELANIE P. ESTACIO, PhD, CESO VI Schools Division Superintendent SDO Digos City Roxas cor Lopez-Jaena Streets, Digos City

Dear Dr. Estacio

The Provincial Council of Human Resource Management Practitioners (PCHRMP) of Davao del Sur and Davao Occidental is a SE registered organization of human resource management practitioners in the local and national governments offices, including government owned and controlled corporations, and state university in both provinces of Davao del Sur and Davao Occidental.

The Council collaborates with the Civil Service Commission (CSC) Davao del Sur and Davao Occidental Field Office through its Field Director, Mr. Richard T. Ortiz. The Council serves as clearing house for information on human resource methods and techniques and help safeguard the merit and fitness principle in the government service through the development of a corps of well-informed, forwardlooking human resource practitioners.

Hereunder is the New Set of Officers for the term January 01, 2025 to December 31, 2026:

| Name                | Position                        | Agency                      |
|---------------------|---------------------------------|-----------------------------|
| President           | Mary Catherine A. Llanos-Cobias | Digos Water District        |
| Vice-President      | Ruden B. Gomez                  | DepEd, Davao del Sur        |
| Secretary           | Ma. Kristina O. Camasura        | LGU Magsaysay               |
| Assistant Secretary | Melvie Castardo                 | DepEd, Davao del Sur        |
| Treasurer           | Marilou Borra                   | PLGU Davao Occidental       |
| Assistant Treasurer | Leonor A. Manulat               | PLGU Davao del Sur          |
| Auditor             | Clara A. Acebes                 | Davao del Sur State College |
| Business Manager    | Genaro Dumayas Jr.              | PLGU Davao del Sur          |
| PIO                 |                                 |                             |
| For LGU             | Aubrey Venus Almacin            | LGU Bansalan                |
| For NGA             | Geraldine Balili                | DepEd Davao del Sur         |
| For GOCC/SUCC       | Sandie O. Aradani               | SPAMAST                     |

### **Board of Directors**

Agnes Cepeda

LGU Hagonoy

Lani G. Remolino

DepEd Davao Occidental

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CORDS SECTION 03250

Raquel L. Cedeño - DepEd Digos City

Rez Christopher Cabardo

LGU Digos City

Anent hereto, may we respectfully request for the presence of the HRMO and those performing human resource management functions, to attend the GENERAL MEMBERSHIP MEETING on April 4, 2025 (Friday), 9:00 am to 4:00 pm at Mega's World, Aurora Extension, Digos City. A registration fee of ONE THOUSAND TWO HUNDRED PESOS (P1,200.00) will be collected to help defray expenses.

The following matters will be taken up:

- a) CSC Updates with CSC Director Richard T. Ortiz
- b) President's Report
- Treasurer's Report
- d) Renewal of Insurance
- e) Other Matters

May this request merit your kind approval.

Thank you and warm regards.

Respectfully

MARY CATHERINE A. CLANOS-COBIAS, DM-HRM

President

Noted by

RICHARD

Director II

CSC Provincial Office - Davao del Sur/Davao Occidental