



Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO  
 SCHOOLS DIVISION OF MISAMIS ORIENTAL

Office of the Schools Division Superintendent

October 13, 2023

**DIVISION MEMORANDUM**  
 NO. 011, s. 2023

**PILOT TEST FOR THE IMPLEMENTATION OF SYSTEMS DIGITALIZATION AND OPTIMIZATION - HUMAN RESOURCE INFORMATION SYSTEM (SDO-HRIS)**

To: All Administrative Officer II  
 All Others Concerned  
 This Division

1. DepEd Memorandum No. 275, s. 2009 ensures the automation and simplification of human resource systems and processes; provides vital information in support of management decisions and strategic plans; and provide valid data requirements to other recipient agencies such as the Civil Service Commission (CSC), the Department of Budget and Management (DBM), the Commission on Audit (COA), and the Government Service Insurance System (GSIS), among others. This Division will implement the Systems Digitalization and Optimization - Human Resource Information System (SDO-HRIS). With this, an orientation session for pilot implementation shall be conducted to the select Pilot Schools. Refer to table below:

Pilot Schools Orientation Schedule

No	School ID	School Name	Orientation Schedule	Venue
1	127639	Claveria CS	October 16, 2023	DG Sabal MNHS
2	304069	DG Sabal MNHS	8:00 AM to 12:00 NN	
3	127783	Magsaysay CS	October 17, 2023	Magsaysay CS
4	304076	Kibungsod NHS	8:00 AM to 12:00 NN	
5	304082	Lugait NHS	October 18, 2023	Lugait CS
6	127926	Lugait CS	8:00 AM to 12:00 NN	
7	304091	MOGCHS	October 19, 2023	MOGCHS
			8:00 AM to 12:00 NN	

2. All teaching and non-teaching personnel of the pilot schools for the implementation of SDO-HRIS shall attend the orientation on the provided schedule.



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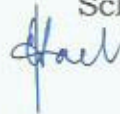




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3. Travel and other allowable expenses of participants relative to the conduct of this activity shall be charge against School/Division MOOE. subject to the usual auditing rules and regulations.
4. For further information, please contact Freddiejun T. Delig – Information Technology Officer 1, at 09177732993 or Janice Lourdes S. Resurreccion, Administrative Officer V at 09773340999.
5. This Office directs the immediate and wide dissemination of this Memorandum.

  
**EDILBERTO L. OPLENARIA, EdD, CESO V**  
Schools Division Superintendent





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