



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region X



DIVISION OF MISAMIS ORIENTAL
Cagayan de Oro City

Tel Nos.: (088) 856-4454 / (08822) 72-46-15
Fax No.: (088) 856-4524 / e-mail: decsmisor@norminet.org.ph

Division Memorandum
No. 106 S, 2015

April 21, 2015

To : Division ICT coordinator
District ICT Coordinators
Division Planning Officer
SEPS – HRD
SEPS- Planning
Personnel
Accounting Staff
ICT Coordinators of Chosen Schools for Secondary

This Division

From : **CHERRY MAE L. LIMBACO, Ph.D., CESO V**
Schools Division Superintendent

Re : **LIVE-IN THREE-DAY TRAINING WORKSHOP ON DIVISION
HUMAN RESOURCE INFORMATION SYSTEM (DHRIS) on May 6-8, 2015**

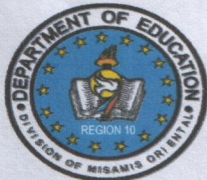
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1. You are hereby directed to join the training workshop on DHRIS on May 6-8, 2015
 2. This is a live-in seminar. The venue shall be set.
 3. Traveling expenses of the participants shall be charged to local funds subject to the usual accounting and auditing rules and regulations. The food and accommodation expenses of the participants shall be charged to Division INSET Funds, subject to usual accounting and auditing policies and regulations.
 4. Participants are required to bring Laptop, extension wire (if necessary), and the soft copy of the documents previously asked by the office.
 5. Attached is the list of Participants for the three-day Training Workshop.
 6. For information and strict compliance.

CLL/mdb

**PARTICIPANTS FOR THREE-DAY TRAINING WORKSHOP ON DIVISION HUMAN
RESOURCE INFORMATION SYSTEM (DHRIS)**

May 6-8, 2015

1. Freddiejun Delig	-	Div. ICT Coordinator
2. Edwin L. Gamorot	-	Planning Officer
3. Marife D. Balaba	-	SEPS- HRD
4. Lindo Cayadong	-	SEPS-Planning
5. Bernadette P. Samaco	-	Administrative Officer V
6. Mario T. Arroyo	-	Personnel
7. Claribel L. Rodriguez	-	-do-
8. Danica A. Asequia	-	-do-
9. Ildena S. Jadap	-	-do-
10. Ena N. Yboran	-	-do-
11. Shiela Joy A. Ramero	-	-do-
12. Rolieto G. Gamao	-	-do-
13. Mark Lorren T. Tejano	-	Accounting
14. Amelita S. Ranalan	-	Accounting
15. Nieve Irene V. Ares	-	Alubijid
16. Maripaz Maureen S. Cagape	-	Balingasag North
17. Edmundo T. Embate	-	Balingasag South
18. Lecile Clyde S. Ubalde	-	Claveria I
19. Haydee F. Monsanto	-	Claveria II
20. Walter G. Galarroza	-	Initao
21. Necifora Cainoy	-	Jasaan
22. Rico H. Gallo	-	Kinoguitan
23. Garlandino P. Galarang	-	Lagonglong
24. Mishele G. Rita	-	Laguindingan
25. Khristine B. Almenana	-	Libertad
26. Mernanita S. Rivera	-	Lugait
27. Richelle Aceron	-	Magsaysay I
28. Ceriaco Bagnol	-	Magsaysay II
29. Michael Emperador	-	Manticao
30. Rodrigo Abe-Abe	-	Medina
31. Seven M. De Los Reyes	-	Naawan
32. Della A. Baculio	-	Opol
33. Lorenzo A. Guinayhan	-	Salay
34. Rhee G. Alejandro	-	Sugbongcogon
35. Lizcel B. Corcoro	-	Tagoloan
36. Raymund K. Laurie	-	Talisayan
37. Titus R. Cruz	-	Villanueva
38. Benjamin Tagaan	-	MOGCHS ICT Coordinator
39. Norman Balino	-	MOGCHS ICT Coordinator
40. Bernardino Bug-os	-	Tagoloan NHS ICT Coordinator
41. Virgilio I. Diaz, Jr.	-	San Isidro NHS ICT Coordinator
42. Maryjoy Sabella	-	Laguindingan NHS ICT Coordinator
43. Jernel O. Maestre	-	Opol NHS ICT Coordinator
44. Ronald Catian	-	Alubijid NHS ICT Coordinator



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Training Matrix

Three-day Training Workshop on Division Human Resource Information System (DHRIS)

May 6-8, 2015

Koresko Hotel, Cagayan de Oro City

Day 1

Time	Activity	Persons Involved
7:30 - 8:30	Registration	Secretariat
8:30- 9:00	Opening Program National Anthem Prayer Message & Statement of Purpose Presentation of Participants	Lindo Cayadong, SEPS- Planning Cherry Mae L. Limbaco, Ph.D. CESO IV
9:00- 12:00	Seminar Proper <i>Part I –Rationale of the Program Overview of the Program</i>	Marife D. Balaba, SEPS-HRD
12:00- 1:00	Break	
1:00- 5:00	<i>Part II- Data Collection Data Validation Data Input</i>	Freddiejun Delig


Day 2

Time	Activity	Persons Involved
8:00- 8:30	Recap	Participant
8:30- 4:00	<i>Part III- Process of Implementation Intensive Workshop</i>	Edwin L. Gamorot Freddiejun Delig
12:00- 1:00	Lunch Break	
1:00- 5:00	<i>Part IV- Intensive Workshop</i>	Freddiejun Delig & Edwin L. Gamorot

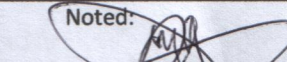
Day3

Time	Activity	Persons Involved
8:00- 12:00	<i>Intensive Workshop Continues</i>	Freddiejun Delig & Edwin L. Gamorot
12:00- 1:00	Lunch Break	
1:00- 3:30	<i>Part V- Continuation/Addressing Issues</i>	Freddiejun Delig & Edwin L. Gamorot
3:30- 4:00	Closing Program Nationalistic Song Prayer Message Distribution of Certificates	Marife D. Balaba, SEPS- HRD Cherry Mae L. Limbaco, Ph.D. CESO IV

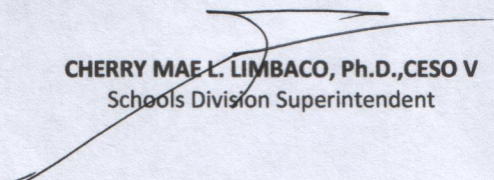
Prepared by:


MARIFE D. BALABA
SEPS – HRD

Noted:


RUDY O. MAGDUGO
Chief, SGOD

APPROVED:


CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent