



Republic of the Philippines  
Department of Education  
Region V(Bicol)  
**DIVISION OF CATANDUANES**  
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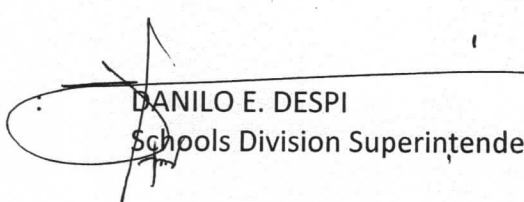


RELEASED

DepEd Division of Catanduanes  
RECORDS SECTION  
Date: NOV 06 2019  
Time: 2:00 pm  
Initial/Signature: [Signature]

MEMORANDUM

TO : School Heads and Administrative Officers of Implementing Units

FROM :  DANILO E. DESPI  
Schools Division Superintendent

Subject : ACCOMPLISHMENT AND SUBMISSION OF DATA NEEDED IN THE INVENTORY OF GOVERNMENT HUMAN RESOURCE SYSTEM (IGHRS) OF THE CIVIL SERVICE COMMISSION

Date : November 6, 2019

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In connection with the implementation of the Inventory of Government Human Resource System (IGHRS) of the Civil Service Commission. You are advised to submit the accomplished Plantilla of Personnel and Data Information on Job Order/Contract of Service/MOA Personnel (soft and hard copies) not later than November 12, 2019 at the SDO-Personnel Section. Template can be downloaded at <http://deped.in/IGHRS>

You can email the soft copy to [chanda.soliveres@deped.gov.ph](mailto:chanda.soliveres@deped.gov.ph)

For guidance and immediate compliance.