



Republic of the Philippines

Department of Education

Region V – Bicol

SCHOOLS DIVISION OFFICE OF CATANDUANES

RELEASED

DepEd, Division of Catanduanes

RECORDS SECTION

Date: Mar. 04, 2020

Time: 7:18

Official/Signature: [Signature]

MEMORANDUM TO : School Heads & Administrative Officers of Implementing Units
OSDS-UM-03-04-20/mbi

FROM : 
Danilo E. Despi
Schools Division Superintendent

SUBJECT : CSC Orientation on the Inventory of Government Human Resources System (IGHRS)

Date : March 4, 2020

To effectively capacitate the Administrative Officers and identified SDO Personnel in the operation of the Inventory of Government Human Resource System, an Orientation and Hands-On Training will be conducted on March 9, 2020 (8AM-12NN) at the Schools Division Office Conference Hall A.

Participants are advised to bring the following:

1. Laptop and extension wire
2. Pocket wifi
3. Service Record of employees (soft copy)
4. File copies of Plantilla of Casual Appointments (as of December 31, 2019)

Travel and other incidental expenses shall be charged to school MOOE subject to the usual accounting and auditing rules and regulations.

For guidance and compliance.



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DepEd Tayo – Region V - Catanduanes

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LIST OF PARTICIPANTS

No.	Name	School
1	JOJI DE LEON	Bagamanoc RDHS
2	ANUNCIACION PEREZ	Baras RDHS
3	MERCY TEJERERO	Bato RDHS
4	SHEILA BAGADIONG	Calatagan HS
5	CONTESSA DONESA	Caramoran RDHS
6	ZENIA VERANO	Caramoran School of Fisheries
7	MICHELLE ADELANTE	Catanduanes NHS
8	SHERWIN TOLEDANA	Gigmoto RDHS
9	JOSE REYES	PSAT
10	VIRGINIA SONEJA	SAVS
11	SERAFIN SORIAO	San Miguel RDHS
12	DEBBIE GO	Supang Datag NHS
13	MARIBEL OGENA	Viga RDHS
14	MARICHELE B. LLAVE	SDO PERSONNEL
15	CHANDA SOLIVERES	
16	CHRISTINE LOUISE DE LEON	
17	MA. CARISSA GUERRERO	
18	DOLORES TODOC	
19	ANNIE GIESHA MATIENZO	
20	MILLIAN APRHYL CABRERA	
21	NADIA FRANCISCO	

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