


Republic of the Philippines  
Department of Education  
**CARAGA REGION**  
J. Rosales Avenue, Butuan City,  
Agusan del Norte, Philippines, 8600



**MEMORANDUM**

To : All Schools Division Superintendent  
This Region

From :  **FRANCIS CESAR B. BRINGAS, CESO IV**  
OIC, Regional Director

Subject : **SEMINAR-WORKSHOP ON PRIME-HRM AND ITS FOUR CORE SYSTEMS**

Date : January 8, 2019

Please find attached copy of letter dated December 20, 2018 from CSC Regional Director Annabelle B. Rosell on the four-day seminar workshop on PRIME-HRM and its four Core Systems on January 15-18, 2019, venue to be announced.

Participants are HRMOs, SGOD Chiefs, HRD SEPS, and HR Systems Committee heads/representatives (e.g. HRMPSB, PDC,PRAISE, etc.)

A registration fee of P7,200.00 will be collected to cover expenses for food and venue. This is a live-out activity. Directly confirm your attendance to CSC-Caraga HRD at 09338636127/09561273833/ (085)3426090.

For your information and guidance.

PS/srp  
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HRDD chief  
SEPS HR not att. ) pls  
HR - Personnel attached  
[Signature]

December 20, 2018

**DIR. FRANCIS CESAR B. BRINGAS, CESO V**  
OIC Regional Director  
Department of Education-Caraga Regional Office  
Capitol Avenue, Butuan City

Dear Director Bringas:

Greetings!

The Civil Service Commission- Caraga, with its vision of "Gawing-Lingkod Bayani and Bawat Kawani" developed and implemented programs geared towards the empowerment and transformation of our civil servants.

In this connection, we invite your office to take part in a four-day seminar-workshop on Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) and its four Core Systems: Recruitment, Selection and Placement, Learning and Development, Performance Management, and Rewards and Recognition (Level 2- Processed Defined) on January 15-18, 2019. The venue will be announced once it is finalized. A registration fee of P7,200.00 (4 days live out-P1,800/day) will be collected to cover expenses for venue, and catering.

We reserved 6 slots per agency for participants comprising of HRMO's, Supervisors, and HR Systems Committee heads/representatives (e.g. HRMPSB, PDC, PRAISE, etc.).

Attached is the Nomination and Confirmation Form for your reference. For the details of our training policy and slots reservation, your HRMO or focal person may contact the CSC-Caraga HRD thru Mr. Jerrex L. Conde at 09338686127/09561273833/(085)342-6090.

Thank you for your continuing support to the Commission's human resource development programs.

Very truly yours,

*Annabelle B. Rosell*  
**ANNABELLE B. ROSELL**  
Director IV