




Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

Office of the Schools Division  
Superintendent

**DIVISION MEMORANDUM**

MLA-2021-OSDS- 097

TO : **Dr. Casiana P. Caberte CESE**  
**Dr. John Ariel A. Lagura**  
**Dr. Aquilino T. Milar Jr.**  
**Dr. Beatriz C. Luga**  
**(Mrs.) Jocelyn P. Cutin**  
**(Mrs.) Michelle T. Sagaral MM**  
**Dr. Filomena C. Tanggaan**  
**Dr. Esther L. Cagas**  
**Miss Angeli Faith V. Pascual**  
**Miss Lady May P. Karaan**  
**(Mrs.) Julie Ann Kristie A. Redillas**  
**(Mrs.) Marife C. Rallos**  
**Mr. Bernadito Taguisa**

FROM : **JOSEPH IRWIN A. LAGURA PhD**  
Schools Division Superintendent 

SUBJECT : **CONDUCT OF BENCHMARKING ON BEST HUMAN RESOURCE  
MANAGEMENT PRACTICES OF MUNICIPALITY OF TRINIDAD,  
BOHOL**

DATE : June 18, 2021

1. The Department of Education-Tagbilaran aims to improve its Human Resource Management to a level of excellence. One of its preparations to be elevated to Maturity Level II is to enhance the four HR Systems - RSP, PM, R&R and L&D. With this, we are looking for a model of excellence agency or office, worthy of emulation to achieve the division's goal.
2. In this connection, this Office, through the Human Resource Merit Promotion and Selection Board (HRMPSB) and Rewards and Recognition Committee will conduct benchmarking activity on **June 24, 2021 at 9:00 o'clock in the morning** at the **Municipality of Trinidad Local Government Unit** which has been recognized as model of excellence in the province of Bohol and a recipient of Bronze Award in PRIME-HRM Program by the Civil Service Commission (CSC) Central Office.
3. Participants to the said activity will strictly observe the basic health protocols set by DOH and BIATF.
4. Expenses relative to the activity shall be charged against Division MOOE, subject to the usual auditing and accounting rules and regulations.
5. For information, guidance and compliance of all concerned.

JIAL/CPC/ADMIN/atm



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