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

Office of the Schools Division Superintendent

October 19, 2026

DIVISION MEMORANDUM
OSDS-2026-202

To : **AQUILINO T. MILAR JR. PhD,** Information Technology Officer I
ENGR. JOSE C. MARIÑAS III, Information Technology Officer I
BRENDALOU D. ARANCANA PhDM, REA, JD, Administrative Officer IV-HRMO

PROGRAM TO INSTITUTIONALIZE MERITOCRACY AND EXCELLENCE – EMBEDDED SYSTEMS GOVERNANCE (PRIME-ESG) ORIENTATION

1. The Civil Service Commission (CSC) is rolling out the **"Program to Institutionalize Meritocracy and Excellence – Embedded Systems Governance (PRIME-ESG) Orientation"** that served as redesigned framework that builds upon the gains and lessons of PRIME-HRM and shifting from periodic and largely assessment-based approaches toward mandatory and continuous digital governance system that is embedded directly into daily HR and payroll operations.

2. Through this Office, you are hereby directed to participate in the said activity on November 24, 2026, 8:00 A.M. to 5:00 P.M., at the Golden Prince Hotel and Suites, Cebu City.

3. Travel, registration, and incidental expenses relative to the conduct of the said activity shall be charged against the Division MOOE/Local Funds, subject to the existing accounting and auditing rules and regulations.

4. For more details, please refer to the attached communication.

5. For your guidance and compliance.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

WDB/JAAL/OSDS/jkc

H. Zamora St., Dampas, Tagbilaran City, Bohol
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CSC
CIVIL SERVICE COMMISSION
Republic of the Philippines

CSC REGIONAL OFFICE VII

9 November 2026

DR. WILFREDA D. BONGALOS PhD CESO V
Schools Division Superintendent
Department of Education - Division of Tagbilaran City
Zamora St., Dampas, Tagbilaran City, Bohol

Dear **Superintendent Bongalos**:

The Civil Service Commission (CSC) is rolling out the **Program to Institutionalize Meritocracy and Excellence – Embedded Systems Governance (PRIME-ESG)**. PRIME-ESG served as the redesigned framework that builds upon the gains and lessons of PRIME-HRM and shifting from periodic and largely assessment-based approaches toward mandatory and continuous digital governance system that is embedded directly into daily HR and payroll operations.

This Office will conduct the PRIME-ESG Orientation on 24 November 2026, 8:00 AM to 5:00 PM, at the Golden Prince Hotel and Suites, Cebu City. The activity is intended to provide participating agencies with a common understanding of the PRIME-ESG framework, its implementation requirements, and the necessary preparatory measures to ensure agency readiness for the Transition and Control Interface (TCI) Domain, which serves as a critical component in the transition toward embedded and digitally enabled governance.

In this regard, we respectfully request your agency to send **three (3) participants** to the Orientation. Recommended participants are:

- Head of Office or authorized representative
- Head of the Human Resource Management Office
- Information Technology (IT) Officer / Systems Administrator

Registration fee is P1,500.00 per participant to cover venue, lunch and AM & PM snacks, and training materials.

Sudlon, Lahug, Cebu City 6000
(032) 414 7676 | (032) 414 7488 | (032) 253 9050
(032) 414 7488
ro07@csc.gov.ph
csc.gov.ph

Please confirm the attendance of your participants by registering through the CSC RO VII training portal at **https://training.cscrovii.online/** not later than **17 November 2026**.

For inquiries and further coordination, your designated focal person may contact us through:

- CSC RO VII Human Resource Division (HRD) at 0960 4346809 or email **ro07.hrd@csc.gov.ph** or **ro07.training@csc.gov.ph**; or
- CSC RO VII Policies and Systems Evaluation Division (PSED) at (032) 414-7488 or email **ro07.psed@csc.gov.ph**.

The Commission highly values your continued support and active participation in this initiative in driving the modernization and advancement of public sector HR governance.

Thank you.

Very truly yours,

NOEMI RABE-TORRES
Director IV