



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

8 November 2023

Regional Memorandum
No. 680 s. 2023

CAPACITY BUILDING OF HUMAN RESOURCE MANAGEMENT OFFICERS (HRMOs)

To **Schools Division Superintendents**
All Others Concerned

1. Enclosed herewith is the Memorandum **OM-OUHROD-2023-1723** signed by DIR. WILFREDO E. CABRAL, Regional Director, DepEd NCR, Officer-In-Charge, Office of the Undersecretary Human Resource and Organizational Development dated November 3, 2023, regarding the **conduct of Capacity Building of Human Resource Management Officers** which will be held on **November 20-24, 2023** in **Cebu City**.
2. The following are the requested participants from the region and from each School Division Office (SDO):
 - a. Chief Administrative Officer (CAO) or Supervising Administrative Officer (SAO) from the Administrative Division;
 - b. Administrative Officer V (HRMO);
 - c. Administrative Officer (HRMO); and
 - d. Administrative Officer IV (HRMO) from SDO.
3. To confirm attendance, all participants are requested to register at **<https://bit.ly/Registration-HRMOs-Capacity-Building>** on or before **November 15, 2023**.
4. Travel and other incidental expenses of the participants shall be charged against local funds, subject to existing budgeting, accounting, and auditing rules and regulations.
5. For information and guidance of all concerned.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

1 OM-OUHROD-2023-1723 Capacity Building of Human Resource Management Officers (HRMOs)

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