



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
**KAGAWARAN NG EDUKASYON**  
DEPARTMENT OF EDUCATION  
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**'JUL 10 2003**

DepEd MEMORANDUM  
No. 222, s. 2003

MEETING OF ADMINISTRATIVE OFFICERS (AOs) AND HUMAN RESOURCE  
MANAGEMENT OFFICERS (HRMOs)

To: Bureau Directors  
Regional Directors

1. In line with the Department's thrust of enhancing the efficient and effective delivery of human resource management services not only in the central office but also in the regional and other field offices, the Personnel Division of the Central office, this Department shall conduct a meeting to ensure regular interaction and coordination among officials directly involved. This will be held from July 31 to August 1, 2003 at the Regional Educational Learning Center (RELC), DepEd Region V, Legaspi City.
2. In this connection, the Administrative Officers (AOs) and Human Resource Management Officers (HRMOs) from the regional offices, as well as selected HRMOs from the Personnel Division of the Central Office are hereby authorized to attend this meeting
3. During said meeting, the participants are going to:
  - a. discuss the issues and concerns encountered in the implementation of laws, rules and regulations on personnel actions and possible solutions thereto;
  - b. validate the extent by which said offices have implemented the grant of salary benefits for teachers and non-teaching personnel such as the one-step salary increment under R.A. 6758 and loyalty pay;
  - c. gather feedback regarding the implementation of the Revised Performance Appraisal System (PAS) and the new Merit Selection Plan (MSP) of the Department; and
  - d. discuss recent Department issuances and Civil Service Commission rules and regulations related to pooling scheme, recruitment process, etc. and ensure proper implementation and compliance.
4. Participants are expected to bring with them relevant data/information and materials that will facilitate discussion and resolution of said issues and concerns. For further details, please contact Mrs. Rosita Santiago, Personnel Division at tel. nos. 633-6682 or 633-9345

5. Board and lodging expenses of participants and traveling expenses of those coming from the Central Office shall be charged against OSEC funds, while traveling expenses of participants coming from the regional offices shall be charged against their respective local funds, subject to the usual accounting and auditing rules and regulations.

6. Immediate dissemination of this Memorandum is desired.



EDILBERTO C. DE JESUS  
Secretary

Reference:

None

Allotment: 1—(D.O. 50-97)

To be indicated in the Perpetual Index  
under the following subjects:

SEMINARS  
OFFICIALS

Sally/DepEdMemo HumanResourceMgt.officers  
7-5-03