

Republic of the Philippines

Department of Education

SCHOOLS DIVISION OFFICE OF BATAAN

DIVISION MEMORANDUM

NOV 12 2025

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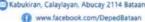
PRIME-HRM BENCHMARKING

Assistant Schools Division Superintendent To: Chief Education Supervisors **Education Program Supervisors Public Schools District Supervisors** Public and Private Elementary, Junior, and Senior High School Principals All Others Concerned

- 1. In pursuit of continuous improvement in human resource management practices and in line with the Department of Education's commitment to excellence in governance and organizational development, this Office announces the conduct of a PRIME-HRM Benchmarking Session on November 24, 2025, at the SecECenter, SEC Hedquarters, 7907 makati Avenue, Salcedo Village, Bel-Air, Makati City.
- 2. This activity aims to strengthen the Division's implementation of the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) by benchmarking best practices from accredited government agencies. The session intends to enhance systems and processes in recruitment, selection, learning and development, performance management, and rewards and recognition, ensuring alignment with the Civil Service Commission's Maturity Level Indicators.
- 3. Participants in this activity are as follows:
 - 3.1 Carolina S. Violeta, EdD, CESO V – Schools Division Superintendent
 - 3.2 Jerry Dimla Cruz, DEM, CESO VI – Assistant Schools Division Superintendent
 - Roberto R. Pantig Education Program Supervisor (English) 3.3
 - 3.4 Jacqueline C. Tuazon – Education Program Supervisor (Values)
 - 3.5 Ma. Liza Manuel - Administrative Officer IV
 - 3.6 Jumel M. Caraig – Administrative Assistant III
 - 3.7 Nico M. Mangaliman - Planning Officer III















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REGION III SCHOOLS DIVISION OFFICE OF BATAAN

- 3.8 Jethro M. Nocom Senior Education Program Specialist
- 3.9 Raymond Joseph V. Mendoza Senior Education Program Specialist
- 3.10 Ruel D. Lingad Public Schools District Supervisor
- 3.11 Melbourne L. Salonga Information Technology Officer I
- 3.12 Rennor C. Clavel Information Systems Analyst II
- 3.13 Glenn Gacutan Administrative Assistant III
- 3.14 Armando Eugenio Jr. Driver
- 4. This Memorandum shall serve as the Travel Authority of the participants.
- 5. Immediate and wide dissemination of this Memorandum is desired.

CAROLINA S. VIGLETA, EdD, CESO V Schools Division Superintendent

To be included in the Perpetual Index Under the following headings:

PRIME

SO5/rjvm











