



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

DIVISION MEMORANDUM

NOV 12 2025

No. 513 s. 2025

PRIME-HRM BENCHMARKING

To: Assistant Schools Division Superintendent
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 Headquarters, 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
 - 3.3 **Roberto R. Pantig** – Education Program Supervisor (English)
 - 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



Republic of the Philippines
Department of Education
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. VIOLETA, EdD, CESO V
Schools Division Superintendent 

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

PRIME

S05/rjvm