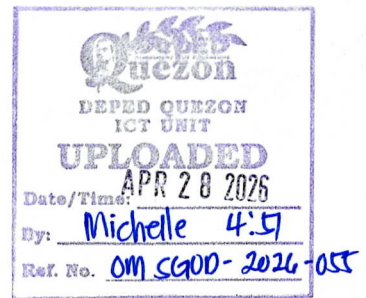




Republic of the Philippines  
**Department of Education**  
REGION IV-A - CALABARZON  
SCHOOLS DIVISION OF QUEZON PROVINCE



28 April 2026

**OFFICE MEMORANDUM**  
SGOD-2026- 055

**DIVISION CONSULTATIVE WORKSHOP ON THE PREPARATION OF THE PRIME-HRM  
LEVEL III ASSESSMENT TOOL [PHASE 2 AND PHASE 3]**

**To:** Assistant Schools Division Superintendents  
Division Chiefs  
Division PRIME-HRM Committee/TWGs  
All Others Concerned

In preparation for the upcoming Division Orientation-Workshop on the Implementation of PRIME-HRM Maturity Level III for SDO Personnel, this Office announces the conduct of the **Division Consultative Workshop on the Preparation of the PRIME-HRM Level III Assessment Tool (Phase 2 and Phase 3)** on the following dates:

Schedule	Venue
April 29, 2026	Division Library Hub
June 3, 2026	

This activity shall be participated in by all members of the Division PRIME-HRM Committee and the Technical Working Groups (TWGs).

DEPEDQUEZON-TM-SDS-04-010-005



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The workshop aims to facilitate the refinement, completion, and validation of the PRIME-HRM Level III Assessment Tool. The output of this activity shall serve as the basis for the provision of Technical Assistance from the Civil Service Commission (CSC) in relation to the implementation and assessment of PRIME-HRM Maturity Level III.

All participants are advised to bring their respective laptops during the workshop to ensure the efficient completion of required outputs. Attendance of all concerned personnel is **mandatory** to ensure the attainment of the objectives of the activity.

For guidance and strict compliance.

  
**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent



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Enclosure to OM-SGOD No. 055, s. 2026

**DIVISION CONSULTATIVE WORKSHOP ON THE PREPARATION OF THE PRIME-HRM  
LEVEL III ASSESSMENT TOOL**

List of Participants

<b>Role</b>	<b>Name</b>
Overall Chairperson	<b>ROMMEL C. BAUTISTA, CESO V</b> Schools Division Superintendent
Co-Chairpersons	<b>LORENA S. WALANGSUMBAT, EdD</b> OIC-Assistant Schools Division Superintendent Overall PRIME-HRM Focal Person  <b>ROSELYN Q. GOLFO, EdD</b> Assistant Schools Division Superintendent  <b>ARIS S. BARRAGO, PhD</b> OIC-Assistant Schools Division Superintendent
Division PRIME-HRM Focal Person	<b>MICHELLE G. DUMA</b> Senior Education Program Specialist
Technical Advisers	<b>JUANITO A. MERLE, EdD</b> SGOD Chief  <b>WALTER F. GALAROSA, PhD</b> OIC-CID Chief
Documentation Leads	<b>JEE ANN O. BORINES</b> Education Program Supervisor  <b>MARY JOYCE S. MONTAÑA</b> Education Program Specialist II  <b>MARK ANGELO M. TIUSAN</b> Project Development Officer I  <b>CRISTELL MAE M. SUANTE</b> Administrative Assistant II

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<b>System-Specific Technical Working Groups</b>	
<b>Recruitment, Selection, and Placement (RSP)</b>	
Focal Person:	<b>WENNIE O. GAELA</b> Administrative IV/HRMO
TWG Members:	<b>CINDY P. PEREZ</b> Administrative Assistant III
	<b>RIZA O. MENDOZA</b> Administrative Assistant II
	<b>KATHY A. GASAPO</b> Administrative Assistant II
<b>Learning and Development (L&amp;D)</b>	
Focal Person:	<b>JAIME F. ZARA JR.</b> Education Program Supervisor
TWG Members:	<b>REGINA V. MARINO, PhD</b> Senior Education Program Specialist
	<b>LEAH A. PEREZ</b> Education Program Specialist II
	<b>ABNER PUREZA</b> Education Program Supervisor
	<b>REBIE A. MARCIANO</b> Public Schools District Supervisor
	<b>THERESE O. PARDO</b> Administrative Assistant II
<b>Performance Management (PM)</b>	
Focal Person:	<b>MARIA DOLORES D. ATIENZA</b> Administrative Officer V
TWG Members:	<b>AKIMI THERESE S. ASANO</b> OIC-Planning Officer
	<b>SHERELYN O. PARDILLA</b> Records Officer
	<b>RAUL R. AGARAN</b> Education Program Supervisor
	<b>REGINA V. MARINO, PhD</b> Senior Education Program Specialist

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	<b>RODELIO M. ESMERNA JR</b> Administrative Officer II
	<b>CHRISTINE A. ALVISO</b> Administrative Assistant III
<b>Rewards and Recognition (R&amp;R)</b>	
Focal Person:	<b>REGINA V. MARINO, PhD</b> Senior Education Program Specialist
TWG Members:	<b>LEAH A. PEREZ</b> Education Program Specialist II
	<b>CARLA JOBELLE J. CULAJARA</b> Education Program Specialist II
	<b>CARMEN H. MACATUGOB</b> Education Program Supervisor
	<b>JAY S. ALFARO</b> Education Program Supervisor
	<b>FLORICEL R. LAGOS</b> Project Development Officer I
<b>ICT Support Team</b>	
Lead	<b>WILBERT B. PORTEZA</b> Information Technology Officer II
Member	<b>ROMMEL T. OCZON</b> Project Development Officer I
<b>Finance Support Team</b>	
Lead	<b>CATHERINE A. PUREZA</b> Budget Officer III
Members	<b>EDMUNDO I. MARIN JR.</b> Accountant III
	<b>BRANDON DE MESA</b> Administrative Assistant III

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