REGIONAL MEMORANDUM
No. 397, s. 2020

To: Schools Division Superintendents

HUMAN RESOURCE MANAGEMENT OFFICERS (HRMOs) ONLINE MEETING VIA MS TEAMS

1. There will be a meeting of all Human Resource Management Officers of the Schools Division Offices on July 28, 2020, 9:30 AM. In line with this, please advise your respective HRMO to attend the said virtual meeting.

2. Agenda of the meeting are the following:
   a. Status of the Newly Created Teaching Items/Positions and Items from the Previous Years (PMIS)
   b. Equivalents Record Form (ERF Approval) and ERF implementation
   c. Provident Fund Loan
   d. Retirement and Life Insurance Premium (RLIP)
   e. Issues and concerns

3. Be guided accordingly

TOLENTINO G. AQUINO
Director III
Officer-In-Charge
Office of the Regional Director

To be indicated in the Perpetual Index under the following subjects:
Meeting Orientation Reports

ADP-PS/ann/RMADPS002
July 24, 2020

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