



Republic of the Philippines  
**Department of Education**  
 REGION I



Office of the Regional Director

MAY 04 2021

REGIONAL MEMORANDUM  
 No. 394, s. 2021

**ORIENTATION ON THE IMPLEMENTATION OF THE UNIFIED HUMAN RESOURCE MANAGEMENT INFORMATION SYSTEM (UHRMIS)**

To: **All Schools Division Superintendents**

1. The Administrative Division-Personnel Section will be conducting the abovementioned activity on May 26, 2021 via MS Teams.
2. The agenda of the activity are the following concerns:
  - a. Orientation of participants on the importance of the Unified Human Resource Management Information System (UHRMIS)
  - b. Provision of hands-on technical assistance to representatives of all Offices on how to use the UHRMIS
  - c. Discussion of issues expected to be encountered in the use of UHRMIS and the possible remedy/remedies
  - d. Other matters
3. In line with this, this Office requests your respective Information Technology Officer I and the Human Resource Management Officer (*Administrative Officer IV-Personnel Section*) to attend the said activity, and kindly provide their official email addresses at [ps.region1@deped.gov.ph](mailto:ps.region1@deped.gov.ph).
4. Attached is the Program of Activities, for reference.
5. Be guided accordingly.

**TOLENTINO G. AQUINO**  
 Director IV

Encl.: Program of Activities  
 Reference: None  
 To be indicated in the Perpetual Index  
 Under the following subjects:

EMPLOYEES                      OFFICIALS                      MEETINGS



AD/hfa/RM  
 April 28, 2021

**DepEd Region 1: Built on character; empowered by competence.**



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**ORIENTATION ON THE IMPLEMENTATION OF THE UNIFIED HUMAN  
RESOURCE MANAGEMENT INFORMATION SYSTEM (UHRMIS), AND  
PAYROLL SYSTEM PLANNING AND DEVELOPMENT IN THE REGIONAL  
OFFICE/DEPED RO I EXECUTIVE CONFERENCE HALL**

**May 26, 2021**

**PROGRAM OF ACTIVITIES**

**8:30 AM**

National Anthem----- AVP

Prayer ----- **Ms. Laarni Grace F. Madayag**  
Administrative Aide VI, Personnel Section

Acknowledgement of Participants ----- **Ms. Editha C. Tolentino**  
Administrative Officer IV, Personnel Section

Statement of Purpose ----- **Ms. Georgina N. Nerida**  
Administrative Officer V, Personnel Section

Opening Message ----- **Atty. Rhea Joy L. Carbonell**  
Chief Administrative Officer  
Administrative Division

Message ----- **Dir. Tolentino G. Aquino**  
Director IV

**Orientation Proper (AM)** ----- **Mr. German P. Junio**  
Computer Programmer II

Importance of the Unified Human Resource  
Management Information System (UHRMIS)

**12:00 NN – 1:00 PM**

Lunch Time

**1:00 PM**

**Orientation Proper (PM)** ----- **Mr. Almadin V. Domingo**  
Information Technology Officer I  
SDO Laoag City

Continuation - Unified Human Resource Management  
Information System (UHRMIS), Its Special Features  
and Qualities

Closing Remarks ----- **ARD Ronald B. Castillo**  
Schools Div. Superintendent  
OIC, Office of the Assistant Regional Director

Emcee: **Ms. Editha C. Tolentino**



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