



Republic of the Philippines
Department of Education
Region I



Office of the Regional Director

FEB 16 2022

REGIONAL MEMORANDUM
No. 159, s. 2022

**VIRTUAL CONSULTATION WORKSHOP ON THE DEPARTMENT OF EDUCATION'S
FIRST EMPLOYEE HANDBOOK**

To: **Schools Division Superintendents**
DepEd RO I Chief of Administrative Division

1. This is in reference to the attached Memorandum DM-HROD-2022-0160 dated February 14, 2022 from Dir. Wilfredo E. Cabral, Regional Director, DepEd NCR and Officer-In-Charge, Office of the Undersecretary for Human Resource and Organizational Development, Department of Education, re: Virtual Consultation Workshop on the Department of Education's First Employee Handbook.
2. Relative hereto, the Schools Division Office Human Resource Management Officer is requested to attend in the said activity on February 21, 2022 from 9:00 AM to 11:00 AM via the MS Teams platform. The participants shall preregister online at <https://bit.ly/2022EmployeeHanbook> **on or before February 18, 2022**. The meeting link will be sent to all registered participants before the scheduled orientation.
3. In case where there be no available representative from your offices, your Office comments/inputs/suggestions to the draft Employee Handbook be submitted on or before February 25, 2022 at bhrod.od@deped.gov.ph and copy furnished at ma.habijan@deped.gov.ph and czarina.alviar@deped.gov.ph.
4. For information, guidance and compliance.


TOLENTINO G. AQUINO
Director IV

Encl.: Memorandum DM-HROD-2022-0160
Reference: Memorandum DM-HROD-2022-0160
To be indicated in the Perpetual Index
Under the following subjects:

EMPLOYEES WORKSHOP

AD-PS/hfa/RM
February 15, 2022

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



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