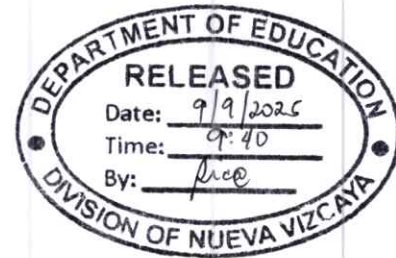




Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA



UNNUMBERED MEMORANDUM

TO: Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
Public Schools Division Supervisors & District In-Charge
All others concerned

FROM: **ORLANDO E. MANUEL PhD, CESO V**
Schools Division Superintendent
09-2025-410

DATE : September 8, 2025

SUBJECT : VIRTUAL MEETING OF SDO PRIME-HRM CORE TEAM

1. This Office hereby requests for the SDO PRIME Core Team to attend the Virtual Meeting on September 11, 2025 at 9:00 in the morning using the meeting link : <https://meet.google.com/xiy-beqr-nbk>.

2. The expected participants are listed as follows:

Name	School/Office	
SDO Core Team		District Core Team
Princes: C. Aquitania	HRMO	23 PSDS & DICs
Jeremie Fronda	HRMO	23 District PRIME-HRM
Dexter Patricio	Labni ES	Focal Person
Florence F. Esparrago	HRDS, SGOD	23 District PRIME-HRM
Kevin Marf Saquing	Bayombong CS	IT Officer
Francis Leonard Jasmin	Antutot ES	
Clydinne Ballon	PAR, SGOD	
Macrino A. Raymundo EdD	CID	
Lyndon Deo Reyes	Aritao II	
Edward Santiago	Bambang II	
Edlyn Wakit	Bambang II	
Amherstine Bata	Bambang II	
Ezekel Garing	ITO	
Melany Asuncion PhD	SGOD	
Atty Julius Caesar G. Domingo, CPA	Admin, OSDS	
Romulo S. Ancheta PhD	SGOD	
Adonis C. Ceperez EdD, CESE	ASDS	
Orlando E. Manuel PhD, CESO V	SDS	

3. The meeting agenda include the discussion on the technical preparation for the gathering of employee data/information for the PRIME-HRM Integrated System, setting of standards, agreements and timelines.

4. For information, guidance and compliance.