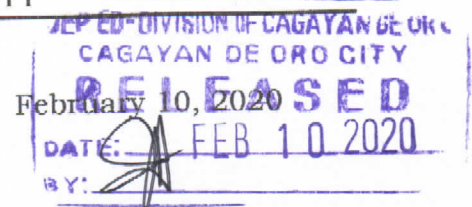




Republic of the Philippines  
**Department of Education**  
REGION X  
DIVISION OF CAGAYAN DE ORO CITY

**Office of the Schools Division Superintendent**

Division Memorandum  
No. 100 s. 2020



**ORIENTATION-WORKSHOP ON THE UNIFIED HUMAN RESOURCE INFORMATION SYSTEM**

To: Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
School ICT Coordinators  
Technical Working Group  
This Division

1. The Office of the Schools Division Superintendent (OSDS), through the Personnel Division shall conduct an **Orientation-Workshop on the Unified Human Resource Information System (UHRIS)** on February 20-21 & 27-28, 2020 (8:00am-5:00pm). Venue shall be announced in a separate memorandum.

2. Please observe the following schedule:

Batch	Level	Districts	Date
1	Elementary	Central, West I & II, South, East I	Feb. 20, 2020
2	Elementary	North I & II, Southwest I & II, East II	Feb. 21, 2020
3	Secondary	East I & II, South, West I & II	Feb. 27, 2020
4	Secondary	North I & II, Southwest I & II	Feb. 28, 2020

3. Participants to this activity are the School Heads and ICT Coordinators. They shall bring the following:

- List of Employees (including personnel assigned to extension schools),
- Sample accomplished Personal Data Sheet (PDS) with soft copies of passport size pictures of at least 3 school personnel,
- Laptop, Extension Wire and Mobile WIFI.

4. Furthermore, all participants are required to access <http://bit.ly/HRISRegistration> and provide the required data on or before **February 17, 2020**.

5. Enclosed are the Distribution of Participants and List of Working Committees.

6. For wide dissemination and strict compliance.

  
**CHERRY MAE L. LIMBACO**  
Schools Division Superintendent



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Republic of the Philippines  
 Department of Education  
 Division of Cagayan de Oro City  
 Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City

**ORIENTATION-WORKSHOP ON THE UNIFIED HUMAN RESOURCE INFORMATION SYSTEM**  
**February 20-21 & 27-28, 2020**

No.	BATCH	DISTRICT	SCHOOL	SHs/SICs	ICT Coor	Total
1	1	CENTRAL	City CS	1	1	2
2	1	CENTRAL	Corrales ES	1	1	2
3	1	EAST I	East City CS	1	1	2
4	1	EAST I	FS Catanico ES	1	1	2
5	1	EAST I	FS Catanico ES-Camansi Extn.	1	1	2
6	1	EAST I	Gusa ES	1	1	2
7	1	EAST I	Malasag ES	1	1	2
8	1	EAST I	Cugman ES	1	1	2
9	1	SOUTH	Camaman-an ES	1	1	2
10	1	SOUTH	Camaman-an ES-Macapaya Extn.	1	1	2
11	1	SOUTH	Indahag ES	1	1	2
12	1	SOUTH	Indahag ES-Habitat Extn.	1	1	2
13	1	SOUTH	Kamakawan ES	1	1	2
14	1	SOUTH	Macasandig ES	1	1	2
15	1	SOUTH	South City CS	1	1	2
16	1	SOUTH	Taguanao ES	1	1	2
17	1	WEST I	Balulang ES	1	1	2
18	1	WEST I	Fr. William F. Masterson, S.J., ES	1	1	2
19	1	WEST I	Macanhan ES	1	1	2
20	1	WEST I	Upper Carmen ES	1	1	2
21	1	WEST I	West City CS	1	1	2
22	1	WEST I	Sacred Heart Vill ES	1	1	2
23	1	WEST I	Sacred Heart Vill ES- IKP Extn.	1	1	2
24	1	WEST II	Baikingon ES	1	1	2
25	1	WEST II	Bulao ES	1	1	2
26	1	WEST II	Bulua CS	1	1	2
27	1	WEST II	Camp Evangelista ES	1	1	2
28	1	WEST II	Canito-an ES	1	1	2
29	1	WEST II	G. L. Reyes-Anhawon ES	1	1	2
30	1	WEST II	Iponan ES	1	1	2
31	1	WEST II	Pagatpat ES	1	1	2
32	1	WEST II	Pamalihi ES	1	1	2
33	1	WEST II	Pedro "Oloy" N. Roa, Sr. ES	1	1	2
34	1	WEST II	Pedro "Oloy" N. Roa, Sr. ES-Fil-Chi Extn.	1	1	2
35	1	WEST II	San Simon ES	1	1	2
1	2	EAST II	Agusan ES	1	1	2
2	2	EAST II	Balubal ES	1	1	2
3	2	EAST II	Bugo CS	1	1	2
4	2	EAST II	Linangohan ES	1	1	2
5	2	EAST II	Palalan ES	1	1	2
6	2	EAST II	Puerto ES	1	1	2
7	2	EAST II	Tablon ES	1	1	2
8	2	EAST II	Suntingon ES	1	1	2
9	2	NORTH I	Consolacion ES	1	1	2
10	2	NORTH I	Macabalan ES	1	1	2
11	2	NORTH I	North City CS	1	1	2
12	2	NORTH I	St. John ES	1	1	2
13	2	NORTH II	Bayabas ES	1	1	2

No.	BATCH	DISTRICT	SCHOOL	SHs/SICs	ICT Coor	Total
14	2	NORTH II	Bonbon ES	1	1	2
15	2	NORTH II	Bongbongon ES	1	1	2
16	2	NORTH II	Kauswagan CS	1	1	2
17	2	SOUTHWEST I	Lumbia CS	1	1	2
18	2	SOUTHWEST I	Baluarte ES	1	1	2
19	2	SOUTHWEST I	Batinay ES	1	1	2
20	2	SOUTHWEST I	Kiam-Is ES	1	1	2
21	2	SOUTHWEST I	Pagalungan ES	1	1	2
22	2	SOUTHWEST I	Pigsag-an ES	1	1	2
23	2	SOUTHWEST I	Taglimao ES	1	1	2
24	2	SOUTHWEST I	Tagpangi ES	1	1	2
25	2	SOUTHWEST I	Tuburan ES	1	1	2
26	2	SOUTHWEST I	Tumpagon ES	1	1	2
27	2	SOUTHWEST II	Balangkot ES	1	1	2
28	2	SOUTHWEST II	Bayanga ES	1	1	2
29	2	SOUTHWEST II	Besigan ES	1	1	2
30	2	SOUTHWEST II	Cadayonan ES	1	1	2
31	2	SOUTHWEST II	Dansolihon ES	1	1	2
32	2	SOUTHWEST II	Dunggoan ES	1	1	2
33	2	SOUTHWEST II	Iba ES	1	1	2
34	2	SOUTHWEST II	Magayad ES	1	1	2
35	2	SOUTHWEST II	Mambuaya ES	1	1	2
36	2	SOUTHWEST II	Man-Ai ES	1	1	2
37	2	SOUTHWEST II	Mangalay ES	1	1	2
38	2	SOUTHWEST II	Midkiwan ES	1	1	2
39	2	SOUTHWEST II	Tignapolo-an ES	1	1	2
40	2	SOUTHWEST II	Upper Tignapolo-an ES	1	1	2
1	3	EAST I	East Gusa NHS	1	1	2
2	3	EAST I	Gusa NHS- Cugman Annex	1	1	2
3	3	EAST I	Gusa NHS-PS Catanico Annex	1	1	2
4	3	EAST I	Gusa RSHS-X	1	1	2
5	3	EAST I	Lapasan NHS	1	1	2
6	3	EAST II	Agusan NHS	1	1	2
7	3	EAST II	Balubal NHS	1	1	2
8	3	EAST II	Bugo NHS	1	1	2
9	3	EAST II	Puerto NHS	1	1	2
10	3	EAST II	Tablon NHS	1	1	2
11	3	SOUTH	Cagayan de Oro NHS	2	2	4
12	3	SOUTH	Camaman-an NHS	1	1	2
13	3	SOUTH	Camaman-an NHS - Macapaya Extn.	1	1	2
14	3	SOUTH	Indahag NHS	1	1	2
15	3	SOUTH	Indahag NHS - Taguanao Extn.	-	1	1
16	3	SOUTH	Macasandig NHS	1	1	2
17	3	WEST I	Carmen NIS	1	1	2
18	3	WEST I	CDO NIS-Balulang Annex	1	1	2
19	3	WEST II	Bulua NIS	1	1	2
20	3	WEST II	Bulua NHS- Camp Evangelista Extn.	1	1	2
21	3	WEST II	Canitoan NHS	1	1	2
22	3	WEST II	Canitoan NHS - Pagatpat Extn.	1	1	2
23	3	WEST II	Iponan NHS	1	1	2
24	3	WEST II	Iponan NIS- San Simon Annex	1	1	2
25	3	WEST II	Pedro "Oloy" N. Roa, Sr. HS	1	1	2
26	3	WEST II	Pedro "Oloy" N. Roa, Sr. HS- Ballingon Extn.	-	1	1
1	4	NORTH I	Angeles Sisters NIS (Consolacion)	1	1	2
2	4	NORTH I	Macabalan NIS	1	1	2
3	4	NORTH I	Puntod NIS	1	1	2
4	4	NORTH II	Bayabas NHS	1	1	2
5	4	NORTH II	Bonbon NHS	1	1	2
6	4	NORTH II	Kauswagan NHS	1	1	2
7	4	SOUTHWEST I	Lumbia NHS	1	1	2

No.	BATCH	DISTRICT	SCHOOL	SHs/SICs	ICT Coor	Total
8	4	SOUTHWEST I	Lumbia NHS- Pagalungan Extn.	1	1	2
9	4	SOUTHWEST I	Taglimao NHS	1	1	2
10	4	SOUTHWEST I	Taglimao NHS- Tumpagon Annex	1	1	2
11	4	SOUTHWEST I	Tagpangi NHS- Tuburan Annex	1	1	2
12	4	SOUTHWEST I	Tagpangi NHS- Tuburan Annex Pigsag-an Extn.	1	1	2
13	4	SOUTHWEST II	Mambuaya NHS	1	1	2
14	4	SOUTHWEST II	Mambuaya NHS- Dansolihon Annex Iba Extn.	-	1	1
15	4	SOUTHWEST II	Mambuaya NHS-Bayanga Annex	1	1	2
16	4	SOUTHWEST II	Mambuaya NHS-Bayanga Annex Midkiwan Extn.	-	1	1
17	4	SOUTHWEST II	Mambuaya NHS-Cadayonan Extn.	-	1	1
18	4	SOUTHWEST II	Mambuaya NHS-Dansolihon Annex	1	1	2
19	4	SOUTHWEST II	Mambuaya NHS-Dansolihon Annex Balongkot Extn.	-	1	1
20	4	SOUTHWEST II	Taglimao NHS- Besigan Annex	1	1	2
21	4	SOUTHWEST II	Tagpangi NHS	1	1	2
22	4	SOUTHWEST II	Tignapoloan NHS	1	1	2
23	4	SOUTHWEST II	Tignapoloan NHS - Dunggoan Extn.	-	1	1
24	4	SOUTHWEST II	Tignapoloan NHS - Man-ai Extn.	1	1	2
			<b>TOTAL</b>	<b>119</b>	<b>126</b>	<b>245</b>

## Technical Working Group

### Technical-Planning:

Chair: Marilou F. Navaja  
Vice-Chair: Pureza V. Camonias

### Secretariat/Certificates:

Chair: Efren B. Facun  
Vice-Chair: Beatriz G. Alilin

### Program/Invitation:

Chair: Meia R. Pacturan  
Vice-Chair: Percy Brian T. Tabuan

### Documentation:

Chair: James Roberto Z. Sijo  
Vice-Chair: April Ann U. Tancongco

### Workshop Facilitators:

Batch	Level	Districts	Facilitator
1	Elementary	Central & East I	Meia
		West I	Betty
		West II	Percy
		South	Efren
2	Elementary	North I & II	Meia
		Southwest I	Betty
		Southwest II	Percy
		East II	Efren
3	Secondary	East I	Meia
		East II	Betty
		West I	Percy
		West II	Efren
4	Secondary	North I	Meia
		North II	Betty
		Southwest I	Percy
		Southwest II	Efren