



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



Division Advisory No. 138 s.2018

October 10, 2018

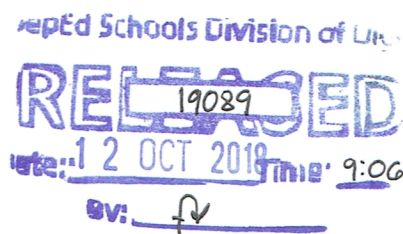
In compliance with DepEd Order No. 8, 2013
this Advisory is issued not for endorsement per DO 28, s. 2001,
but for the information of DepEd officials,
personnel/staff, as well as the concerned public.
(Visit www.deped.gov.ph)

**LEARNING PROGRAMS TO BE CONDUCTED BY THE CIVIL SERVICE COMMISSION
(CSC) ROXI**

1. Attached is a copy of the DepED Region XI Advisory no. 115 dated October 1, 2018 signed by Atty. Alberto T. Escobarte, CESO III, Director IV, inviting the administrative officer, human resource management officer, members of the Human Resource Merit Promotion and Selection Board and other employees who are involved in human resource management and development to the learning programs to be conducted by the Civil Service Commission ROXI.
2. All concerned personnel are invited to attend the learning programs on official business, chargeable against local funds subject to the usual accounting rules and regulations.
3. For information and dissemination.


WINNIE E. BATON, EdD

Officer-In-Charge
Office of the Schools Division Superintendent



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References: Error! Unknown document property name.
To be indicated in the Perpetual Index under the following subjects:

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10 October 2018



Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
Rehiyon XI
Lungsod ng Davao
Tanggapang Panrehiyon



Address: F. Torres Street, Davao City (8000)
Telefax No. (082) 225 0816

DepED Region XI ADVISORY No. 115
October 1, 2018

**This advisory is issued for the information of
All Schools Division Superintendents
Region XI**

Please be informed that the Civil Service Commission ROXI will conduct the following learning programs on specified schedules below, to wit:

Learning Program	Schedule	Venue
1. Strategic Talent Acquisition on Recruitment (STAR)	October 9-10, 2018	Davao City
2. Alay Sa Bayan (ALAB)	October 10-12, 2018	Davao City
3. CSC-UNDP Supervisory Development Course Track 1	October 15-19, 2018	Davao City
4. Building Customer-Centricity in the Workplace	October 23-24, 2018	Davao City
5. CSC-UNDP Supervisory Development Course Track 2	November 5-9, 2018	Davao City

All concerned personnel are invited to attend the above program on official business, chargeable against local funds, subject to the usual accounting rules and regulations.

For immediate dissemination.


ATTY. ALBERTO T. ESCOBARTE, CESO III
Director IV

DEPARTMENT OF EDUCATION
RECORDS SECTION

10/3/18 10:10:58 AM 2:15 PM

Incl: as stated

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DEPARTMENT OF EDUCATION ROXAS
RECORDS SECTION
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August 24, 2018

Director Alberto T. Escobarte, CESO III
Regional Director
Department of Education
Region 11, F. Torres Street,
8000 Davao City

Department of Education ROXAS
ADMINISTRATIVE SERVICES DIVISION

RECEIVED

Date: 9-20-18 Time: 4:05

Signature: [Signature]

Dear Director Escobarte:

This CSC Regional Office will conduct a learning and development program which is intended to develop HR practitioners' knowledge, skills and competencies in the conduct of *Behavioral Event Interview (BEI)* entitled: *"Strategic Talent Acquisition On Recruitment (S.T.A.R.)"* on October 9-10, 2018 in a hotel in this City.

This course aims to assist members of Human Resource Merit Promotion and Selection Board (HRMPSB) and human resource practitioners to gain knowledge and apply techniques on employees' selection processes aligned with competency-based recruitment.

In this connection, we invite you to send your administrative officer, human resource management officer, members of your Human Resource Merit Promotion and Selection Board and other employees who are involved in human resource management and development.

S.T.A.R. will be conducted on a non-residential basis and a training fee of **Two Thousand Four Hundred Pesos Only (P2,400.00)** will be charged per participant to defray direct expenses and other incidental expenses.

Please accomplish the attached nomination slip and send it to the nearest CSC Field Office or to this Regional Office, on or before **September 21, 2018**, for reservation purposes. However, we reserve the right to deny acceptance of participants once the quota is reached before the deadline.

Further, agencies with confirmed participants who fail to attend the seminar without prior notice will be billed for the first day inasmuch as reservation for the food of said participant has already been made in advance.

For further details, you may call Human Resource Division at telephone number (082) 299-1727 or 299-1725

Very truly yours,

ADAMS D. TORRES, CESO IV
Director IV

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NOMINATION SLIP

AGENCY: _____ Contact No. _____
Title of Training: **Strategic Talent Acquisition on Recruitment (STAR) - October 9-10, 2018**

() We will send the following participant/s, namely:

	Last Name, First Name, M.I.	Position	Nickname
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

Head of Agency



ANNOUNCEMENT

TO: ALL HEADS OF DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL GOVERNMENT; LOCAL GOVERNMENT UNITS; GOVERNMENT-OWNED OR CONTROLLED CORPORATIONS WITH ORIGINAL CHARTERS; AND STATE UNIVERSITIES AND COLLEGES IN REGION XI

SUBJECT: ALAY SA BAYAN (ALAB) ON OCTOBER 10-12, 2018

The Civil Service Commission is undertaking strategies to improve efficiency and effectiveness of government personnel in the delivery of public services. In line with this, CSCROXI is conducting **ALAY SA BAYAN (ALAB)** Seminar, an Induction Program in government service that would ignite the energies and invigorate commitment of new employees (government service of less than 5 years) on their roles in the public service. Activities are structured to create awareness and conviction among the new "breed of civil servants" the right attitude, dedication and zeal to serve.

The Alay Sa Bayan Seminar will be on **October 10-12, 2018** to be held in a hotel in Davao City. A registration of **Three Thousand Six Hundred Pesos (Php 3,600.00)** per participant shall be collected to cover necessary training expenses for the 3-day non-residential program.

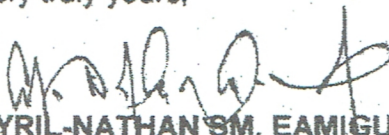
Along this line, we are inviting you to send participants to attend the training.

Please accomplish the attached nomination slip and send it to the nearest CSC Field Office or to this Office, on or before **September 30, 2018** for the reservation in the said hotel. However, we reserve our right to deny acceptance of participants once the quota has already been met before the deadline.

Further, agencies with confirmed participants who fail to attend the seminar without prior notice will be billed for the first day inasmuch as reservation for the food of said participant has already been made in advance.

For more details, you may call Human Resource Division at telephone number (082) 299-1727 or 299-1725

Very truly yours,


CYRIL-NATHAN S.M. EAMIGUEL
Director III

Bawat Kawani, Lingkod Bayani



ANNOUNCEMENT

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TO: ALL HEADS OF DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL GOVERNMENT; LOCAL GOVERNMENT UNITS; GOVERNMENT-OWNED OR CONTROLLED CORPORATIONS WITH ORIGINAL CHARTERS; AND STATE UNIVERSITIES AND COLLEGES IN REGION XI

SUBJECT: SUPERVISORY DEVELOPMENT COURSE TRACK 1 AND TRACK 2

The CSC Regional Office No. XI Davao City will conduct the **CSC-UNDP Supervisory Development Course (SDC) Track 1 on October 15-19, 2018 and Track 2 on November 5-9, 2018** in a hotel in Davao City. This Course aims to enhance the quality of life of the first-line supervisors which is essential to improve employee productivity and ensure that public service excellence in the bureaucracy will be achieved.

In this connection, we invite you to send to this Program your division chiefs/department heads and other personnel who are performing supervisory functions in your Office.

The course will be conducted on a non-residential basis and a training fee of **Six Thousand Pesos Only (P 6,000.00)** will be charged per participant to defray incidental expenses.

Kindly accomplish the attached nomination slip and send it to the nearest CSC Field Office or to this Office for the reservation on or before **October 5, 2018 for SDC Track 1 and on October 26, 2018 for SDC Track 2**. However, we reserve our right to deny acceptance of participants once the quota is reached before the deadline.

Furthermore, agencies with confirmed participants who fail to attend the seminar without prior notice will be billed for the first day inasmuch as reservation for the food of said participant has already been made in advance.

For further details, you may call Human Resource Division at telephone number (082) 299-1727 or 299-1725

Very truly yours,

ADAMS D. TORRES, CESO IV
Director IV

Department of ... ROXI
ADMINISTRATIVE SERVICES DIVISION

RECEIVED

Date: 9-17-18 Time: 11:30

Signature: _____

Bawat Kawani, Lingkod Bayani

NOMINATION SLIP

Agency: _____ Contact/mobile No. _____

Address: _____ Email Address: _____

Title of Training: **SUPERVISORY DEVELOPMENT COURSE TRACK 1** Date: **OCTOBER 15-19, 2018**

() We will send the following participant/s, namely:

	Last Name, First Name M.I.	Position	Nickname	Contact No.
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____

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Name/Position
Head of Agency
(Signature over Printed Name)

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NOMINATION SLIP

Agency: _____ Contact/mobile No. _____

Address: _____ Email Address: _____

Title of Training: **SUPERVISORY DEVELOPMENT COURSE TRACK 2** Date: **NOVEMBER 5-9, 2018**

() We will send the following participant/s, namely:

	Last Name, First Name M.I.	Position	Nickname	Contact No.
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____

(continue in separate sheet if necessary)

Name/Position
Head of Agency
(Signature over Printed Name)

NOMINATION SLIP

Agency: _____ Contact/mobile No. _____

Address: _____ Email Address: _____

Title of Training: **SUPERVISORY DEVELOPMENT COURSE TRACK 1** Date: **OCTOBER 15-19, 2018**

() We will send the following participant/s, namely:

	Last Name, First Name M.I.	Position	Nickname	Contact No.
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____

(continue in separate sheet if necessary)

Name/Position
Head of Agency
(Signature over Printed Name)

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NOMINATION SLIP

Agency: _____ Contact/mobile No. _____

Address: _____ Email Address: _____

Title of Training: **SUPERVISORY DEVELOPMENT COURSE TRACK 2** Date: **NOVEMBER 5-9, 2018**

() We will send the following participant/s, namely:

	Last Name, First Name M.I.	Position	Nickname	Contact No.
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____

(continue in separate sheet if necessary)

Name/Position
Head of Agency
(Signature over Printed Name)



ANNOUNCEMENT

TO: ALL HEADS OF DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL GOVERNMENT; LOCAL GOVERNMENT UNITS; GOVERNMENT-OWNED OR CONTROLLED CORPORATIONS WITH ORIGINAL CHARTERS; AND STATE UNIVERSITIES AND COLLEGES IN REGION XI

SUBJECT: BUILDING CUSTOMER-CENTRICITY IN THE WORKPLACE (BCCW) ON OCTOBER 23-24, 2018

The Civil Service Commission (CSC) being the central human resource institution of the government is mandated by law to promote excellence and high standards of performance and adherence to ethical standards in the public service.

In today's customer-oriented public service environment, how one handle one's customers can directly affect your individual goals as well as the organization's performance. There is a need for government offices to secure competitive advantage through an effective and efficient *Customer Service*.

In this regard, the CSC Regional Office No. XI Davao City will conduct a learning and development program entitled "**Building Customer-Centricity in the Workplace**" on **October 23-24, 2018** in a hotel in Davao City. We invite you to send the **frontline service providers** in your Office that they may be able to establish excellent rapport with the public and maintain high performance standards in the delivery of public service.

The 2-day course will be conducted on a non-residential basis and a training fee of **Two Thousand Four Hundred Pesos Only (P 2,400.00)** will be charged per participant to defray expenses for meals, supplies, and other incidental expenses.

Kindly accomplish the attached nomination slip and send it to the nearest CSC Field Office or to this Office, on or before **October 15, 2018**, for the reservation in the said hotel. However, we reserve our right to deny acceptance of participants once the quota is reached before the deadline.

Furthermore, agencies with confirmed participants who fail to attend the seminar without prior notice will be billed for the first day inasmuch as reservation for the food of said participant has already been made in advance.

For further details, you may call Human Resource Division at telephone number (082) 299-1727 or 299-1725

Very truly yours,

ADAMS D. TORRES, CESO IV
Director IV

Bawat Kawani, Lingkod Bayani

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