



MEMORANDUM FROM THE OFFICE OF THE PRESIDENT

No. 4 - 006s. 2024



To : VPAA, VPAF, VPRE, Campus Directors, CAO- Admin, CAO – Finance, SAO – Admin, HRMO III, AO V (satellite campus), Research Director, Extension Director, NTPA Representative, Faculty Union Representative, Campus HRMO’s, Quality Assurance Head, Secretariat

Subject : ATTENDANCE TO THE PRE-PLANNING AND WORKSHOP FOR THE REVISION OF L&D PLAN, RSP, R&R PLAN AND ISO HARMONIZATION

Date : April 2, 2024

As part of our commitment to create a more efficient and effective Human Resource Framework that promotes employee growth, supports our organizational goals, and ensures compliance with ISO standards, the Human Resource Management Unit has scheduled a Pre-Planning and Workshop on the Revision of the HR Plans and Harmonization of ISO Unit Manual at NEMSU New Board Room on the following schedules:

Agenda:

April 4, 2024

Morning: Learning and Development Plan

1. Review of Current L&D Plan
2. Identification of Areas for Improvement
3. Presentation of findings and proposed revisions
4. Hands-On Revision

Afternoon: Recruitment and Selection Plan (Point System)

1. Review of Current RSP
2. Identification of Areas for Improvement
3. Presentation of findings and proposed revisions
4. Hands-On Revision

April 8, 2024

Morning:

1. The HRMO will present the revised sections for comments and feedback
2. Opportunity for further discussion and refinement based on feedback

Afternoon:

1. Presentation on the existing Rewards and Recognition Plan and PRAISE Plan
2. Identification of Areas for Improvement
3. Hands-On Revision



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North Eastern Mindanao State University
Rosario, Tandag City, Surigao del Sur 8300
Telefax No. 086-214-4221
Website: www.nemsu.edu.ph



April 11, 2024

1. Finalization of Outputs
2. Discussion on ISO HR Unit Manual Harmonization

Meals, snacks and other expenses incurred during this activity shall be charged to university fund subject to usual accounting and auditing rules and regulations.

For your guidance and strict compliance.

NEMESIO G. LOAYON, PhD
SUC President III



List of Participants:

April 4, 2024	<ol style="list-style-type: none">1. Dr. Abundio C. Miralles2. Dr. Florife O. Urbiztondo3. Engr. Christopher D. Badayos4. Mr. Roel T. Lim5. Ms. Renee Prejula6. Mr. Anecito Sanchez7. Ms. Tetchie Rafael8. Ms. Florence T. Plaza9. Ms. Eva Lumactod10. Ms. Anchie Villaester11. Ms. Frenzy Kharisma Bacatan12. Ms. Alexandra Alas13. Ms. Sunshine Cuartero14. Ms. Concepcion G. Badayos15. Ms. Ena Faye T. Azon16. Ms. Rujet Dela Rama17. Mr. Dominic Villaluz18. Ms. Eunice Prado19. Mr. Loumel C. Acero <p>Secretariat: Charlie Sheen Pernitez & Jaiseray Navarro</p>
April 8, 2024	<p>Morning (8:00-12:00NN) Presentation of the Revised Point System</p> <ol style="list-style-type: none">1. Dr. Abundio C. Miralles - HRMPSB Chairperson (Non-Teaching)2. Dr. Maria Lady Sol A. Suazo - HRMPSB Chairperson (Teaching) <p><i>HRMPSB Members</i></p> <ol style="list-style-type: none">3. Dr. Ariston O. Ronquillo4. Dr. Juancho A. Intano5. Dr. Noelito B. Salcedo6. Ms. Catherine F. Salomon7. For. Whelson B. Pasos8. Dr. Evelyn T. Bagood9. Dr. Florife O. Urbiztondo10. Mr. Roel T. Lim11. Ms. Trexie O. Alawi - Faculty Union Representative12. NTPA Representative13. Ms. Concepcion G. Badayos14. Ms. Frenzy Kharisma Bacatan15. Ms. Alexandra Alas16. Ms. Sunshine Cuartero17. Ms. Eunice P. Prado18. Ms. Ena Faye T. Azon19. Ms. Rujet Dela Rama20. Mr. Dominic Villaluz <p>Afternoon (1:00-5:00 PM) Revision of the Rewards and Recognition Plan and PRAISE Manual</p> <p>- Dr. Abundio C. Miralles</p>



	<ul style="list-style-type: none">- Dr. Maria Lady Sol A. Suazo- Dr. Rolly G. Salvaleon- Dr. Florife O. Urbiztondo- Dr. Camilo D. Malong- Mr. Roel T. Lim- Dr. Erwin Berry- Dr. Maria Cristina S. Dela Cerna- Ms. Concepcion G. Badayos- Ms. Frenzy Kharisma Bacatan- Ms. Alexandra Alas- Ms. Sunshine Cuartero- Ms. Concepcion G. Badayos- Ms. Ena Faye T. Azon- Ms. Rujet Dela Rama- Mr. Dominic Villaluz <p>Secretariat: Charlie Sheen Pernitez & Jaiseray Navarro</p>
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