

Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**Schools Division of Tabuk City**

Office of the Schools Division Superintendent

DEP-ED - TABUK C.  
**RECEIVED**  
OCT 30 2020  
**RECORDS UNIT**  
30 October 2020


**OFFICE MEMORANDUM**

No. 226 s. 2020

**TO : ALL CID PERSONNEL  
SGOD PERSONNEL  
ALL PROGRAM HOLDERS  
All Concerned**

**MANDATORY SUBMISSION OF COMPLETION/TERMINAL REPORT COPY  
TO HUMAN RESOURCE, TRAINING AND DEVELOPMENT (HRTD) UNIT**

1. The Division Office will be having PRIME-HRM validation with the Civil Service Commission on November 12, 2020.
2. Relative to this, all program holders are requested to furnish copy/copies of Completion/Terminal Report/s on all conducted trainings, seminar-workshops and other Learning and Development related activities from 2019 to present to HRTD on or before November 6, 2020.
3. For information and compliance.

  
**IRENE S. ANGWAY, PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

