



Republic of the Philippines
Department of Education
National Capital Region
Schools Division Office – Muntinlupa City

Office of the Schools Division
Superintendent

MEMORANDUM
No. 175, s. 2023

JUL 21 2023

SIMULATION ON THE PRIME STAFFING MODIFICATION SYSTEM (PRIME-SMS)

To: OIC-Assistant Schools Division Superintendent /
Chief Education Supervisor, SGOD
Chief Education Supervisor, CID
Public Elementary and Secondary School Heads
Administrative Officer V
All Others Concerned

1. Attached is Regional Memorandum ORD No. 2023-643 titled, **“Simulation on the Prime Staffing Modification System (Prime-SMS)**. Relative to this Memorandum, SDO Muntinlupa is scheduled on **July 28, 2023, 1:00 p.m onwards at DepEd NCR Conference Room.**

2. Particular attention to item 2., stating that, **“Each SDO is requested to send a maximum of six (6) participants (2-3 from SDO and/or 3-4 from school), and are to prepare all necessary scanned PDF Documents for application of ERF/Reclassification to MT positions.”** In relation to this, the following participants are hereby directed to attend the said activity:

Name	Position	School/Unit
Mrs. Noemi A. Valdez	Administrative Officer V	Administrative Unit-SDO
Ms. Angela M. Francisco	Administrative Officer IV	HR-Personnel-SDO
Ms. Ma. Romma S. Pagador	Administrative Assistant III	HR-Personnel-SDO
Mr. Hilario G. Canasa	School Principal I	Buli Elementary School
Ms. Ma. Kieden Zyna L. Herrera	Administrative Officer II	Buli Elementary School
Ms. Michelle R. Centeno	Administrative Officer II	Sucat Elementary School

3. The participants are requested to accomplish the online form through this link: https://bit.ly/Registration_Simulation_PRIMESMS, at least 2 days prior to the scheduled activity. Likewise, participants are encouraged to bring their own laptops and extension cords.



Student Center for Life Skills Bldg., Centennial Ave.,
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4. Travel expenses related to this activity can be charged to the regular fund, subject to the usual budget, accounting and auditing procedure and guidelines.
5. Immediate dissemination of, and strict compliance to this Memorandum are highly desired.

For

EVANGELINE P. LADINES, CESO V
Schools Division Superintendent

By:


NOEMI A. VALDEZ
Administrative Officer V

Enclosure: As stated
References: As stated

To be indicated in the Perpetual Index under the following subjects:

RECLASSIFICATION

SYSTEM MODIFICATION

AMF/SIMULATION ON THE PRIME STAFFING MODIFICATION SYSTEM (Prime-SMS)
175/July 18, 2023

NUM-2023-175



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