



30 July 2018

MEMORANDUM CIRCULAR NO. 50
Series of 2018

T O: Faculty Members & Staff of College of Education

R E: Orientation on the PRIME-HRM of the Civil Service Commission

The Civil Service Commission will conduct an on-site assessment to ascertain compliance of the Visayas State University for Level 2 re-accredited status under the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM). Level 2 reaccreditation entitles an institution to retain its deregulated status, allowing it to approve appointments, subject only to post-audit by the Civil Service Commission. The visit is scheduled on September 25-26, 2018.

In this connection a series of orientation will be conducted throughout the month of August 2018 to assure everybody is prepared for the assessment. Your scheduled orientation is on **August 10, 2018 (8:00 am – 5:00 pm)** at the **VSU Pavilion Glassroom**.

Attendance to this orientation activity is compulsory for all faculty members, regular administrative staff and regular staff in administrative units. Concerned Department Head/Units should institute measures to assure attendance of concerned staff during the scheduled orientation. This may include arrangements for makeup classes, assignment of Job-Order staff or Student Assistants to man the office or closing of the office with a notice of staff whereabouts during the scheduled orientation.

The Office of the Director for Administration and Human Resource Development is directed to submit a report of those who failed to attend the required orientation for appropriate action by this office.

For compliance.


EDGARDO E. TULIN
President