




5 October 2020

MEMORANDUM NO. 435
Series of 2020

T O: Ms. Ma. Elsa M. Umpad
R E: Deployment at the Office of the President

In the exigency of service, you are hereby deployed at the Office of the President effective October 16, 2020 vice Ms. Honey Sofia V. Colis who will assume full time as Head of the former PRPEO now the Recruitment, Selection & Placement and Personnel Records Office, Performance Management and Rewards & Recognition Office and Payroll & Leave Benefits Office. These three (3) units under the Director for Human Resource Management needs to be given focus in view of the forthcoming ISO surveillance audit in January 2020 wherein HR is one of the major clauses to be audited, aside from the necessary preparations for level 3 assessment under PRIME-HRM.

Please be guided accordingly.


EDGARDO E. TULIN
President

cc: Dr. Erlinda A. Vasquez, Director, Philrootcrops
Dr. Remberto A. Patindol, VP for Admin & Finance
Dr. Lourdes B. Cano, Director for HRM
Ms. Honey Sofia V. Colis
Records
File