



Republic of the Philippines
Department of Education
REGION XIII-Caraga
Butuan City



REGIONAL ADVISORY NO. 114, s.2018
August 6, 2018

To : **Schools Division Superintendents**
This Region

From :  **FRANCIS CESAR B. BRINGAS., CESO V**
Regional Director

Subject: **AVAILMENT OF SCHOLARSHIP AND EXECUTIVE CHECK-UP OF HONOR AWARDS PROGRAM (HAP) AWARDEES**



1. Please find attach Memorandum Circular from Chairperson Alicia dela Rosa-Bala from Civil Service Commission dated June 4,2018 re : Availment of Scholarship and Executive Check-Up of Honor Awards Program (HAP) Awardees.
2. Wide and immediate dissemination of this Memorandum is highly desired.

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8/3/2108



Sheryf



June 18, 2018

DR. BEATRIZ G. TORNO, CESO IV
OIC-Regional Director
Department of Education
Caraga Regional Office
Capitol Avenue, Butuan City
8600

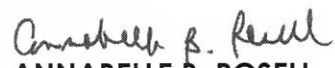
Dear Director Torno:

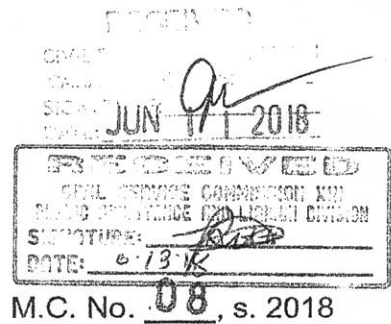
We are providing you with a copy of CSC Memorandum Circular No. 08 s 2018 dated June 4, 2018, the subject of which is the **Availment of Scholarship and Executive Check-up of Honor Awards Program (HAP) Awardees.**

This circular provides additional benefits to HAP awardees in recognition of their significant contributions to public service.

Thus, we are inviting your agency to take part in the annual Search for Outstanding Government Workers for this year 2018 and thereafter.

Very truly yours,


ANNABELLE B. ROSELL
Director IV



M.C. No. 08, s. 2018

MEMORANDUM CIRCULAR

TO : ALL HEADS OF CONSTITUTIONAL BODIES; DEPARTMENTS, BUREAUS, AND AGENCIES OF THE NATIONAL GOVERNMENT; LOCAL GOVERNMENT UNITS; GOVERNMENT-OWNED AND/OR -CONTROLLED CORPORATIONS WITH ORIGINAL CHARTERS; AND STATE UNIVERSITIES AND COLLEGES

SUBJECT : Availment of Scholarship and Executive Check-up of Honor Awards Program (HAP) Awardees

In recognition of the significant contributions of the awardees of the annual Search for Outstanding Government Workers, the Commission has approved the availment of scholarship and free annual executive check-up on official time for the public service exemplars awarded in 2018 and thereafter, as provided in CSC Resolution No. 1800478 promulgated 16 May 2018.

The Commission further enjoins agency heads to allow the awardees to avail of said benefits on official time subject to the following conditions:

1. The HAP awardees shall make representations with agency heads regarding the intent to avail of the scholarship grant and executive check-up coursed through the Human Resource Management Office (HRMO);
2. The HAP awardees shall ensure that their official responsibilities, targets and accomplishments will not be compromised;
3. For availment of executive check-up, HAP awardees shall submit the schedule of their intent to avail to the agency HRMO at least one week in advance for information and to ensure that the availment of said benefit shall not be deducted from their leave credits; and
4. For availment of scholarship, HAP awardees shall immediately submit to the agency HRMO the notice of acceptance from the university where they will avail of the benefit. They should likewise submit the schedule of registration, enrolment, and their class schedule for information and to ensure that the availment of the scholarship shall not be deducted from their leave credits. It is incumbent of the awardee to furnish their immediate supervisor/head of office, a copy of said documents for proper monitoring of accomplishments and accountability.


ALICIA dela ROSA-BALA
Chairperson

04 JUN 2018

Bawat Kawani, Lingkod Bayani