



Republic of the Philippines
PROVINCE OF BENGUET
OFFICE OF THE PROVINCIAL GOVERNOR
Poblacion, La Trinidad, Benguet



HUMAN RESOURCE DEVELOPMENT COMMITTEE

May 15, 2025


NOTICE

TO : ALL HUMAN RESOURCE DEVELOPMENT COMMITTEE (HRDC) MEMBERS
This Administration

Please be informed that there will be a meeting scheduled on Monday, May 26, 2025 at 1:00 o'clock in the afternoon at the PLO Conference Room, 3rd Flr., Capitol Building, La Trinidad, Benguet.

- I. Call to Order
- II. Review of Previous Minutes of Meeting
- III. Matters Arising from Previous Minutes of Meeting
- IV. Agenda:
 - Training Nominations
 - Study Leave Request
- V. Other Matters
 - Updates of offices who already conducted their Staff Development on the 1st & 2nd Qtrr. of 2025
 - Proposal for supplemental budget or increase of budget on Staff Development
 - Submission of CapDev CY 2025-2027 and training requests for CY 2026
 - National Budget Circular 596; Updated Guidelines on participation of Government Officials and Employees in Conventions, Seminars, etc.

For your information and guidance.


MELCHOR D. DICLAS, MD
Provincial Governor
Chairman

Distribution:

- Mr. Brian A. Camhit, OIC Provincial Administrator, PHRMDO, Member
- Dr. Maria Imelda C. Ulep, Chief of Hospital III, BeGH, Member
- Dr. Meliarazon F. Dulay, Provincial health Officer II, Member
- Ms. Lucia P. Kisim, Provincial Accountant, Member
- Ms. Tomasa S. Atayoc, Provincial Budget Officer, Member
- Ms. Imelda I. Macanes, Provincial Treasurer, Member
- Ms. Jennifer G. Bahod, Provincial General Services Officer, Member
- Atty. Sunny G. Sacla, Provincial Legal Officer, Member
- Ms. Jenifer S. Delos Santos, Administrative Officer IV, Secretariat
- Mr. Lemuel D. Botiwey, Administrative Aide IV, PHRMDO
- Mr. Gleen G. Miguel, Administrative Aide I, PHRMDO

p/gds/jsd