



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
Ministry of Basic, Higher and Technical Education
 Cotabato City



Office of the Minister

REGIONAL MEMORANDUM

No. 403
 Series of 2023

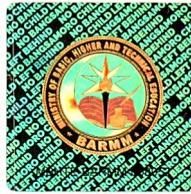
Bangsamoro Autonomous Region in Muslim Mindanao
 Ministry of Basic, Higher and Technical Education
 OFFICE OF THE MINISTER

RELEASED

TO : **MONETTE E. ESTACIO-KARI, CPA**
 Chief, Human Resource and Management Division

BY: Higin
 DATE: 08 JUN 2023
8:15 Am
 Ctrl. No. 2023-06-058

FROM : 
MOHAGHER M. IQBAL
 Minister



SUBJECT : **REVIEW OF THE IMPLEMENTATION OF THE 1ST QUARTER ACCOMPLISHMENT STATUS AND CHALLENGES OF CURRENT OFFICE TRANSACTIONS INCLUDING GUIDELINES AND FUNCTIONS OF AUTHORIZED DIVISION IN CHARGE REGARDING TEACHERS' PREMIUM AND BENEFITS**

DATE : June 6, 2023

1. The Ministry of Basic, Higher and Technical Education's (MBHTE) Payroll Section under the Human Resource and Management Division will be conducting a **review of the implementation of the 1st Quarter accomplishment status and challenges for each employee on June 19-23, 2023** at Park Inn by Radison Davao City.
2. The activity encourages the employees to be more productive and dedicated to their obligations and functions to help uplift the services of the MBHTE. Specifically, it aims to:
 - a. conduct learning sessions on Moral Governance that shall be instilled in every employee of the Payroll Section;
 - b. assess the accomplishment status of the Payroll Section and its implementation;
 - c. evaluate every employee's strengths and weaknesses to shape their attitudes and improve their interpersonal skills; and
 - d. reassure all employees' commitments and obligations as mandated by the office for the success of the whole organization.
3. Travel and expenses, accommodation, and per diem of the participants shall be charged to GAAB 2023 under the special provision subject to the usual accounting and auditing rules and regulations.
4. Attached is the list of participants **for reference**.
5. For information and compliance.

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 Bangsamoro Autonomous Region in Muslim Mindanao
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 INFORMATION AND COMMUNICATIONS DIVISION
 Office of the Minister
RELEASED
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