



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

Order No. 865
 Series of 2023

Bangsamoro Autonomous Region in Muslim Mindanao
 Ministry of Basic, Higher and Technical Education
 OFFICE OF THE MINISTER
RELEASED
 DATE: NOV 21 2023
 TIME: 3:45 P.M.
 Ctrl. No. 2023-11-170

TO : **ATTY. SITIE MARIAM I. BALAHIM, CPA**
 Assistant Regional Cabinet Secretary

Staff under the Office of the Assistant Regional Cabinet Secretary

FROM : **MOHAGHER M. IQBAL**
 Minister

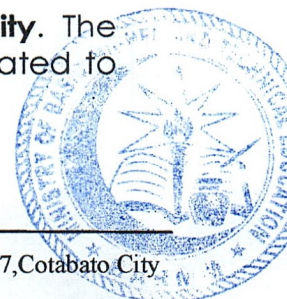


Republic of the Philippines
 Bangsamoro Autonomous Region in Muslim Mindanao
 Ministry of Basic, Higher and Technical Education
 INFORMATION AND COMMUNICATIONS DIVISION
 Office of the Minister
RELEASED
 By: Morlan
 Date: NOV 21 2023
 Time: 3:50 PM
 Control No. 2023-11-170

SUBJECT : **2023 CAPACITY-BUILDING OF THE OFFICE OF THE ASSISTANT REGIONAL CABINET SECRETARY**

DATE : **November 21, 2023**

1. Recognizing the role of the Office of the Assistant Regional Cabinet Secretary in upholding the mandates of the Ministry and consistent with best practices, there shall be a **three-day** Capacity-Building for the said Office. It shall be participated by the Assistant Regional Cabinet Secretary and the staff comprising the Office.
2. The aim of this activity is to equip the pool of human resources in the Office of the Assistant Regional Secretary with skills necessary in the performance of their respective functions towards contributing to the Ministry's goals. Moreover, it shall be an avenue for the Office to identify opportunities for improvement in its processes to ensure efficient and effective service delivery. Ancillary to these aims is the cultivation of interpersonal relationships among the co-workers, thereby enhancing workplace camaraderie and performance.
3. This activity is scheduled on **December 7-9, 2023** in **Davao City**. The specific venue and the particulars shall be directly communicated to the participants.





Office of the Minister

4. The following are hereby directed to attend the said activity:

1. Atty. Sittie Mariam I. Balahim, CPA
2. Alma E. Yu
3. Yasmin-Joy C. Amil
4. Yahairah D. Guiamla
5. Lucy P. Babaylo
6. Sherha O. Bahri
7. Flor S. Mangubat
8. Al-Khusbari K. Mohamad
9. Iza Bennette C. Estomata
10. Elden C. Magallanes
11. Saidamen B. Ugka
12. Raida B. Ugka
13. Christene B. Osorno
14. Norjanah D. Ismael
15. Jesusa M. Estacio
16. Noraima O. Sendi
17. Yashin C. Amil
18. Alamohadz I. Balahim
19. Fahiemma A. Balangue
20. Ian-Benedict N. Balofiños
21. Sittie Monaeda J. Guiwan
22. Rogelio S. Recaña, Jr.
23. Jemily V. Solayman
24. Bernavic R. Tabamo
25. Andrew A. Bendijo
26. Abujarrin Y. Ismael
27. Bai Almira C. Abo
28. Monsef R. Bacol
29. Bai Rejanna P. Baraguir
30. Arnold John B. Bastillada
31. Shiehan C. Husain
32. Mohammad Raies A. Nor
33. Alkhair R. Pinto
34. Samuel D. Yap, Jr.

5. For information and strict compliance.