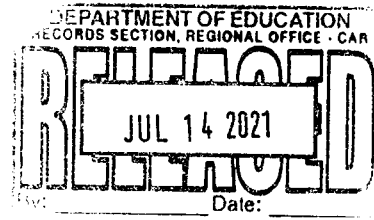




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



July 12, 2021

REGIONAL MEMORANDUM
No. 296.2021

RECONSTITUTING THE COMPOSITION OF THE REGIONAL GRIEVANCE COMMITTEE

TO: Schools Division Superintendents
Chiefs of Divisions/Units
Regional Office Employees

1. Pursuant to DepED Order No. 35, s. 2004 (Revision of the Grievance Machinery of the Department of Education) and CSC Memorandum Circular No. 2, s. 2001 (Revised Policies on the Settlement of Grievance in the Public Sector), the composition of the Regional Grievance Committee is hereby reconstituted as follows effective immediately:

Chairperson : FLORANTE E. VERGARA
OIC - Assistant Regional Director

Co-chairperson: EDGARDO T. ALOS
Chief Administrative Officer

Members: AIDA L. PAYANG
Chief ES - PPRD

EDGAR H. MADLAING
Chief ES - ESSD

ELEONORA A. ALBIDAS
Bilis Aksyon Program Partner Designate

ATTY. VANESSA B. FLORA
Attorney IV, 2nd Level Representative

LEONARDO M. AQUINO
Education Program Supervisor
2nd Level Representative (Alternate)



Address: Wangal, La Trinidad, Benguet, 2601
Telephone No.: (074) 422-1318
Email: car@deped.gov.ph



ISO 9001:2015 Certified
Quality Management System
DE-5050078

MARY CRIS B. SOTELO
Administrative Assistant I
1st Level Representative

KAYE SHAIRA B. DIZON
Administrative Assistant I
1st Level Representative (Alternate)

2. The Grievance Committee per DepED Order No. 35, s. 2004, has the following responsibilities:

- a. Establish its own procedures and strategies. Membership in the grievance committee shall be considered part of the members' regular duties;
- b. Develop and implement pro-active measures or activities to prevent grievance such as an employee assembly which shall be conducted at least once every quarter, "talakayan", counseling and other HRD interventions. Minutes of the proceedings of these activities shall be documented for audit purposes;
- c. Conduct continuing information drive on the Grievance Machinery among officials and employees;
- d. Conduct dialogue between and among parties involved;
- e. Direct the documentation of the grievance including the preparation and signing of written agreements reached by the parties involved;
- f. Issue Final Certification on the Final Action on the Grievance (CFAG) which shall contain, among other things, the history and final action taken by the agency on the grievance;
- g. Submit a quarterly report of its accomplishments and status of unresolved grievances to the Civil Service Commission Regional Office concerned.

3. Please be guided accordingly.


ESTELA L. CARIÑO EdD, CESO III
Director IV/Regional Director

ADMIN/ETA/ea/ect



Address: Wangal, La Trinidad, Benguet, 2601
Telephone No.: (074) 422-1318
Email: car@deped.gov.ph



ISO 9001:2015 Certified
Quality Management System
DE-5050078