

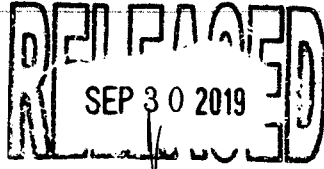


Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION

Wangal, La Trinidad, Benguet, 2601
Tel: (074) 422 - 1318 | Fax: (074) 422-4074
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REGIONAL ORDER
004.2019



September 23, 2019

TO : **SCHOOLS DIVISION SUPERINTENDENT**
ALL RO FUNCTIONAL DIVISION CHIEFS/ UNITS
ALL OTHERS CONCERNED

SUBJECT : **RECONSTITUTING THE COMPOSITION OF THE REGIONAL**
GRIEVANCE COMMITTEE

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 :** **ATTY. SEBASTIAN G. TAYABAN**
Chief Administrative Officer
- PIO D. ECUAN**
Chief Education Supervisor, PPRD
- BENILDA M. DAYTACA**
OIC- Schools Division Superintendent
SDO Benguet
- ELEONORA A. ALBIDAS**
Bilis Aksyon Program Designate
- DALTON S. TELIAO**
Legal Assistant II
2nd Level Representative
- ROMULO B. BASA**
Education Program Supervisor, CLMD
2nd Level Representative (Alternate)
- ELVIRA M. CUDLI**
Administrative Assistant II
1st Level Representative

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MATHEMAR B. MONTES
Administrative Aide VI
1st Level Representative (Alternate)

SECRETARIAT : EDRALYN C. GANGA
Administrative Aide VI

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 adult 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.


MAY B. ECLAR, Ph.D., CESO V
Regional Director

MBE/ ETA/ eaa/
ORD/lyn