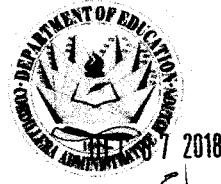




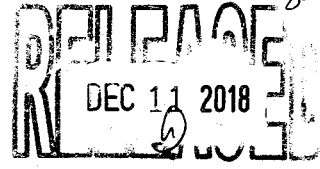
Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION

Wangal, La Trinidad, Benguet, 2601
Website: www.depedcar.ph | Email: car@deped.gov.ph



December 5, 2018

REGIONAL ORDER
No. **010-2018**



DEPED-CAR

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: **BETTINA DAYTEC-AQUINO**
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

MARIE CAROLYN B. VERANO
Schools Division Superintendent
SDO Benguet

ELEONORA A. ALBIDAS
Bilis Aksyon Program Partner Designate

DALTON S. TELIAO
Legal Assistant II
2nd Level Representative

ROMULO B. BASA
Education Program Supervisor
2nd Level Representative (Alternate)

ELVIRA M. CUDLI
Administrative Assistant II
1st Level Representative

Contact Numbers (Area Code: 074):

Office of the Regional Director 422-1318
Fax 422-4074
Office of the ARD 422-9590
ICT Unit 422-1318
Public Affairs Unit 422-1318
Legal Unit 423-2214

Administrative Division 422-1804
Cash Section 423-2215
Payroll Section 424-3993
Records Section 423-2213
Supply Section 422-2198
General Services Unit 422-1804

CLMD 422-7096
LRMDS 422-0615
ESSD 423-2218
Finance Division 422-5155
FTAD 424-5187

HRDD 422-9590
NEAP-R 422-5500
PPRD 422-9590
QuAD 422-5187
COA 422-7434



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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 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.

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

MBE/ETA/eea

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