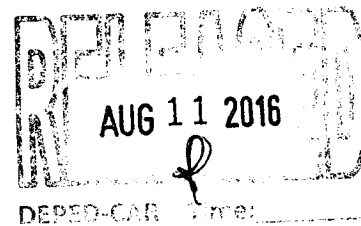




Republic of the Philippines  
Department of Education  
CORDILLERA ADMINISTRATIVE REGION  
Wangal, La Trinidad, Benguet



August 10, 2016



REGIONAL ORDER  
No. **010 s.2016**

**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:

Chairman : SORAYA T. FACULO  
Chief Education Supervisor  
Officer-In-Charge, Office of the  
Assistant Regional Director

Co-Chairman: EDGARDO T. ALOS  
Chief Administrative Officer

Members: ATTY. SEBASTIAN G. TAYABAN  
Chief Administrative Officer

PIO D. ECUAN  
Chief Education Supervisor, PPRD

GLORIA B. BUYA-AO  
OIC- Schools Division Superintendent  
SDO, Mt. Province

ELEONORA A. ALBIDAS  
Bilis Aksyon Program Partner Designate

ETHIELYN E. TAQUED  
EPS, 2<sup>nd</sup> Level Representative

SHERYL C. LACDAO  
Legal Assistant II, 2<sup>nd</sup> Level Rep. (Alternate)

VALENTINA CONCHITA S. BALURA  
Admin. Asst. III, 1<sup>st</sup> Level Representative

CHARINE S. ABUAN  
Admin. Aide VI, 1<sup>st</sup> Level Rep. (Alternate)




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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.

  
BEATRIZ G. TORNO, Ph.. D., CESO IV  
Assistant Regional Director  
OIC- Office of the Regional Director