

PLAWD NEWSLETTER

PLARIDEL WATER DISTRICT

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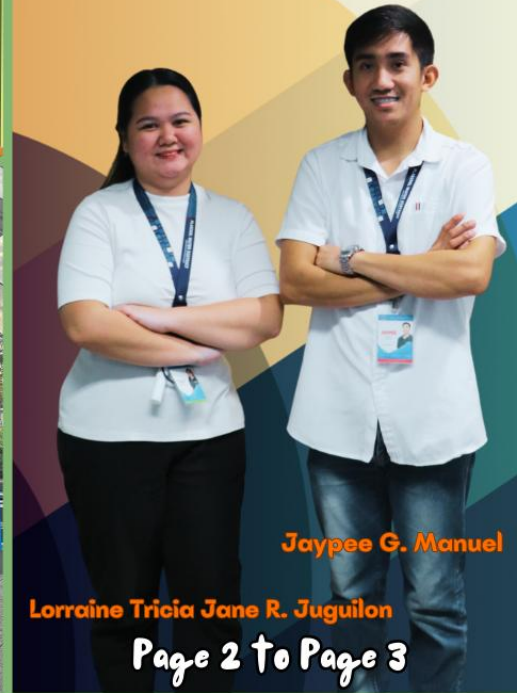
PLARIDEL WATER DISTRICT



PROJECT UPDATE

Page 1

HUMAN RESOURCE SECTION



Jaypee G. Manuel

Lorraine Tricia Jane R. Juguilon

Page 2 To Page 3

EMPLOYEES COMPENSATION FILING PROCESS



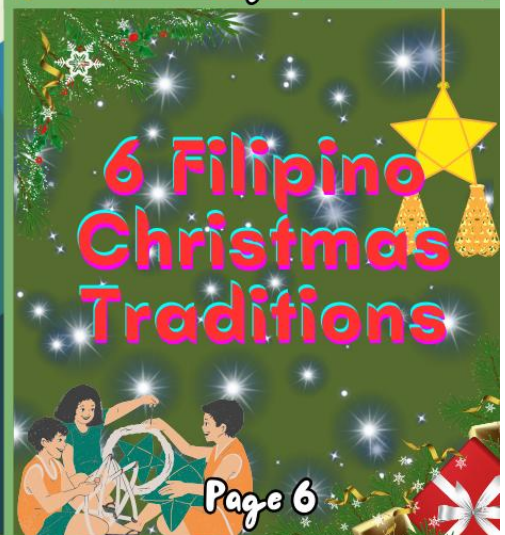
Page 4



PS-DBM FUN RUN

#OnePSDBM

Page 5



6 Filipino Christmas Traditions

Page 6



Energization of IP-2 an additional water supply for Brgy. Banga 1st, Banga 2nd and Bagong Silang

On-going Bored pile construction for the 1500c.u. meter for Banga 1st Ground Reservoir



Pile Integrity Test for Bored Pile



Inter-connection of waterline at Bagong Silang and Sitio Sumilang

Human Resource Section



The unit is headed by DM Justin Michael B. Berango who also functions as the HRMO and has two staff members, Lorraine Tricia Jane R. Juguilon and Jaypee G. Manuel.

The HR section follows the four (4) pillars of Human Resource Management in their procedures and processes which are all interconnected with one another and is considered to be the core of all successful Human Resource systems. Plaridel Water District is identified as a Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) agency by the Civil Service Commission and we continue to strive to deliver the best practices with the aim to increase the maturity level of our Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) category.

The Four Pillars of Human Resource

Recruitment, Selection and Placement (RSP)

The RSP Pillar oversees the hiring process of the agency, it covers the planning, sourcing and on boarding while assessing and defining the demands of the vacancy. The Human Resource unit handles the management and effectiveness of the RSP with the help of the HRMPSB committee and keeps it aligned with the vision and mission of the agency.

Learning and Development (L & D)

The L & D Pillar oversees the growth and improvement of the employees and personnel of the agency, it covers the assessment of the necessary trainings and seminars to be conducted. The Human Resource unit with the assistance of the Career Development Committee handles the strategic planning of the trainings and seminars to be offered or provided and at the same time monitors the evaluation and effectiveness of what was conducted.

Performance Management (PM)

The PM Pillar oversees the progress of the agency, it covers the monitoring of the duties and functions of the office. The Human Resource unit, in accordance with the agency's Strategic Performance Management System and assistance of the Performance Management Team, tracks the performance of each division and the employees and personnel to ensure that everyone's progress is in line with the vision and mission of the agency and that everyone is mentored and coached accordingly.

Rewards and Recognition (R & R)

The R & R Pillar oversees the acknowledgement of the employees and personnel; it covers the appreciation given by the agency. The Human Resource unit recognizes the outstanding work given and exhibited by the people who are part of the organization, hand in hand with the PRAISE Committee who sets the awards to be given, the unit identifies the exemplary employees and personnel of the agency.

Proseso ng Employees Compensation Filing para sa mga Kawani ng Gobyerno

Tulad ng mga pribadong manggagawa, ikaw na KAWANI ng GOBYERNO ay mayroon ding makukuhang benepisyo mula sa EC Program sakaling ikaw ay magkasakit, maaksidente, o mamatay ng dahil sa trabaho.



Kakailanganin mo lang ihanda ang mga pangunahing dokumentong ito:

1. EC Logbook
2. Medical findings
3. GSIS and EC Premium Contributions



At kailangan mo ding samahan ng mga sumusunod na dokumento kung ikaw ay NAGKASAKIT

1. Updated service record
2. Duties and Responsibilities
3. Hospital Records of confinement
4. Official receipts ng hospital bills, professional fees at gamot na binili sa drugstore



Kung ang empleyado naman ay NAAKSIDENTE, ihanda ang katulad na dokumento sa NAGKASAKIT at idagdag ang sumusunod:

1. Police o employer's report
2. Mission o Travel Order



Kung sa kasamaang palad NAMATAY ang empleyado, tulad sa NAAKSIDENTENG dokumento, idagdag lang ang mga sumusunod:

1. death certificate na galing sa Local Civil Registrar o NSO
2. Declaration of Presumptive Death by competent authority.



Maliban sa mga dokumento sa itaas, kailangan ding magpasa ng mga forms na makukuha sa opisina ng GSIS

FORMS para sa mga Empleyadong NAGKASAKIT o NAAKSIDENTE

1. Income Benefits Claim for payment
2. Hospitalization Claim Payment for EC Claim
3. Attending Physician's Certification



At kailangan namang magpakita ng proof of **Surviving Legal Heirs and Guardianship** kung ang empleyado ay binawian ng buhay.



Pagsama-samahin ang mga dokumento at ipasa ito sa pinakamalapit na GSIS office



Hintayin ang desisyon na galing sa GSIS. Kung aprubado, makatanggap ka ng tseke galing sa GSIS.



Kung ang iyong claim ay denied, gumawa ng MOTION for RECONSIDERATION at ipasa ito sa GSIS main office para muling mapag-aralan ang iyong claim



Kung hindi pa din naaprubahan ang iyong MOTION for RECONSIDERATION, sumulat ng LETTER of APPEAL at ipadala ito sa EMPLOYEES' COMPENSATION COMMISSION (ECC) at hintayin kung ano ang magiging desisyon ng ECC.



EMPLOYEES' COMPENSATION COMMISSION
 ECC Bldg., 355 Sen Gil Puyat Avenue, Makati City
 Tel. No: 899-4251; Telefax No: 897-7597
 www.ecc.gov.ph, email: info@ecc.gov.ph



45 YEARS
ONE PS-DBM
FUN RUN

15 OCTOBER 2023 | PLAZA MORIONES, FORT SANTIAGO, INTRAMUROS, MANILA CITY | 5:30 A.M.



6 FILIPINO CHRISTMAS TRADITIONS

PAGLALAGAY NG BELEN



SIMBANG GABI



PAGSASABIT NG PAROL



CHRISTMAS CAROLING



SAMA-SAMANG NOCHE BUENA NG PAMILYA

CHRISTMAS PARTIES & EXCHANGE GIFT





Elias

DM Justin Engr. Alvin Bryan

Melina Marie

PLAWD CREATIVE TEAM