

Human Resource Management & Doctrine Development Division (H1)

- **Advise The Director, HPG On Matters Pertaining To Personnel Management And Training And Education Of The Group's Uniformed And Non-Uniformed Personnel And Doctrines Pertaining To The Organization, Administration And Operation Of The HPG.**
- **Formulate And Implement Personnel Development/Management Policies And Program To Promote Productivity, Efficiency And Cost Effectiveness.**
- **Study And Provide Information Pertaining To The Personnel Activities Of The Group.**
- **Administer And Manage Pertinent Records Of Uniformed And Non-Uniformed Personnel And The Records Of The Group.**
- **Act On All Administrative Requirements As Needed Or Required By The NHQ-PNP And HPG.**
- **Translate Decision Into Directives Concerning Personnel Information And Movement Of Elements Of The Group.**
- **Performs Other Tasks As Directed By The Director, HPG.**