



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

April 25, 2022

DIVISION MEMORANDUM
No. 115, s. 2022

**DESIGNATION OF DEPED NORTHERN SAMAR
DISTRICT HUMAN RESOURCE DEVELOPMENT (HRD) FOCAL PERSONS**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors/District Adopters
Public Schools District Supervisors
Principals In-Charge
All Others Concerned

1. To strengthen the implementation of Human Resource Development programs, activities, and projects and operationalization of Human Resource systems in the school and district levels, all Public Schools District Supervisors/Principals In-Charge of the 46 Districts shall designate one (1) HRD Focal Person and one (1) HRD Alternate Focal Person.
2. The Focal Person and Alternate Focal Person should be School Heads within the district who have knowledge, background, inclination, and/or interest on human resource development programs.
3. Particularly, the District Focal Person and Alternate Focal Person should perform the following functions:
 - a. serve as link to the Division Human Resource Development Section (HRDS) in the dissemination of HRD-related issuances, announcements, and updates;
 - b. assist in endorsing, through the District Head, qualified learning facilitators for the Division Pool of Learning Facilitators;
 - c. assist in endorsing, through the District Head, qualified candidates for scholarship programs from NEAP or other institutions/learning service providers;
 - d. assist in endorsing, through the District Head, qualified nominees for the Division Rewards and Recognition (R&R) programs, i.e. annual Search for Outstanding DepEd Northern Samar Personnel;
 - e. consolidate Learning and Development (L&D) needs of teaching, teaching-related, and non-teaching personnel within the district for submission to HRDS;

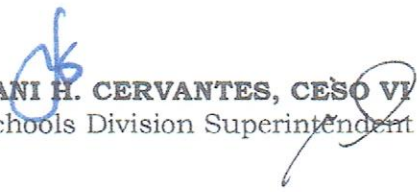


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- d. also serve as District focal person on Induction Program for Beginning Teachers (IPBT);
 - e. coordinate on any other HRD-related tasks.
4. Technical assistance shall be provided to the District HRD Focal Person by the HRD Senior Education Program Specialist (SEPS) and Education Program Specialist II (EPSp II).
 5. District Heads shall submit the names of their District HRD Focal Person and Alternate Focal Person using the attached template to hrd.northernsamar@deped.gov.ph on or before April 29, 2022. A Facebook group chat will be created by the HRDS with the district focal persons.
 6. For queries and clarification, please contact Mr. Peter R. Bobiles, HRDS SEPS, thru his facebook account or at hrd.northernsamar@deped.gov.ph.
 7. Immediate and wide dissemination of and compliance with this Memorandum are desired.


LANI H. CERVANTES, CESO VI
Schools Division Superintendent



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SCHOOLS DIVISION OF NORTHERN SAMAR

ALLEN I DISTRICT HUMAN RESOURCE DEVELOPMENT FOCAL PERSON AND ALTERNATE FOCAL PERSON

FOCAL PERSON			
NAME	POSITION	DEPED EMAIL	CONTACT NUMBER

ALTERNATE FOCAL PERSON			
NAME	POSITION	DEPED EMAIL	CONTACT NUMBER

District Head



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