



Republic of the Philippines

## Department of Education

REGION VIII

SCHOOLS DIVISION OF NORTHERN SAMAR

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May 17, 2023

### DIVISION MEMORANDUM

No. 14 s. 2023

#### **FINALIZATION OF THE PROFESSIONAL DEVELOPMENT PROGRAMS CHARGED AGAINST THE 2023 HRD FUNDS**

To: Assistant Schools Division Superintendent  
CID and SGOD Chiefs  
Education Program Supervisors  
Unit/Section Heads  
All Others Concerned

1. To ensure that the utilization of the 2022 Continuing HRD Funds, 2023 Program Support Fund, and INSET Funds is aligned with the Curriculum and Teaching (CT) Strand anchored on the Basic Education Development Plan (BEDP) 2023 and the MATATAG Education Agenda from 2023 to 2028, this Schools Division, through the Schools Governance and Operations Division-Human Resource Development Section (SGOD-HRDS), shall conduct a finalization of the Professional Development Programs charged against the 2023 HRD Funds on May 24-25, 2023, at Somoray Park and Resort, Bobon, Northern Samar.
2. This activity aims to:
  - a. lay down the guidelines on the utilization of the 2022 Continuing HRD Funds, 2023 Program Support Fund, and INSET Funds aligned with the Curriculum and Teaching (CT) Strand consistent with Basic Education Development Plan (BEDP) 2030 and the MATATAG Education Agenda from 2023 to 2028; and
  - b. identify Professional Development Programs for teachers that are aligned with the Curriculum and Teaching (CT) Strand.
3. Attached is the list of participants and activity matrix for reference (Enclosures 1 and 2).
4. This Memorandum serves as the **Travel Authority** of the participants.
5. Expenses incurred relative to the conduct of the activity such as meals, accommodation, and training supplies and materials shall be charged against the 2023 HRD funds while travel and other incidental expenses of the program





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management team and participants shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

6. Immediate dissemination of and compliance with this Memorandum are desired.

  
**GAUDENCIO C. ALJIBE, JR. PhD, CESO VI**  
OIC-Office of the Schools Division Superintendent 

**RELEASED**



Enclosure 1

**LIST OF PARTICIPANTS**

<b>Name</b>	<b>Designation</b>
<b>DR. GAUDENCIO C. ALJIBE, JR., CESO VI</b>	Schools Division Superintendent
<b>DR. CRISTA C. JOY ABOGADIE, CESE</b>	Asst. Schools Division Superintendent
<b>NOE M. HERMOSILLA</b>	SGOD Chief
<b>DR. ALEX B. REJUSO</b>	CID Chief
<b>DR. ELNA D. ENANO</b>	SGOD EPS
<b>DR. EMILY M. ADARAYAN</b>	CID EPS
<b>DR. LUCILA R. BALONDO</b>	CID EPS
<b>DR. FELIX J. LADEÑO</b>	CID EPS
<b>DR. JULITO E. LAGRIMAS</b>	CID EPS
<b>DR. MANUEL I. LIPATA</b>	CID EPS
<b>ANECITA B. MARZOL</b>	CID EPS
<b>DR. SYLVIA D. VILLANUEVA</b>	CID EPS
<b>DR. NELIDA M. LOBOS</b>	CID EPS
<b>ISAGANI T. LICAS</b>	CID EPS
<b>DR. OMAR O. TY</b>	CID EPS-Designate
<b>DR. ROBERTO T. ORIAS, JR.</b>	SEPS, Planning and Research
<b>PETER R. BOBILES</b>	SEPS, HRDS
<b>RUDEL C. LUTAO</b>	SEPS, Social Mobilization
<b>MERLITA B. FAJARDO</b>	SEPS, M & E
<b>JOCELYN I. ACEBUCHE</b>	Planning Officer
<b>MA. JOY L. GEPOLLO</b>	Budget Officer
<b>PEPITO E. SALDO, JR.</b>	EPSP II, HRDS

## Enclosure 2

**ACTIVITY MATRIX**

<b>Time</b>	<b>Day 1</b>
8:00-8:30 AM	Preliminaries
8:30-9:00 AM	Presentation of the guidelines on the utilization of the 2022 Continuing HRD Funds, 2023 Program Support Fund, and INSET Funds
9:00 AM-12:00 NN	
12:00 NN-1:00 PM	LUNCH BREAK
1:00 PM-4:00 PM	Identification of Priority Professional Development Programs that are aligned with the Curriculum and Teaching (CT) Strand
4:00 PM-5:00 PM	
<b>Time</b>	<b>Day 2</b>
8:00-9:00 AM	Workshop on the Finalization of Priority Professional Development Programs charged against the 2022 Continuing HRD Funds, 2023 Program Support Fund, and INSET Funds
9:00 AM-12:00 NN	
12:00 NN-1:00 PM	LUNCH BREAK
1:00 PM-4:00 PM	Presentation
4:00 PM-5:00 PM	

<b>PROGRAM MANAGEMENT TEAM</b>	
<b>Name</b>	<b>Designation</b>
<b>Gaudencio C. Aljibe, Jr., PhD, CESO VI</b>	Activity Manager
<b>Dr. Crista Joy Abogadie-Torbila, CESE</b>	Co-Activity Manager
<b>Noe M. Hermosilla</b>	Onsite Managers
<b>Dr. Alex B. Rejuso</b>	
<b>Dr. Elna D. Enano</b>	Co-onsite Manager
<b>Deah A. Gamao</b>	Finance Manager
<b>Merlita B. Fajardo</b>	QAME Manager
<b>Peter R. Bobiles</b>	Resource Person
<b>Wilkins S. Wong</b>	HRDS Staff