



Republic of the Philippines  
**Department of Education**  
REGION XI  
SCHOOLS DIVISION OF DAVAO DEL NORTE

**Office of the Schools Division Superintendent**

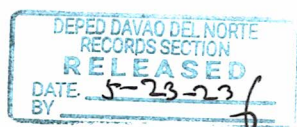
OFFICE MEMORANDUM  
SGOD-2023-0038

To: Chief, Education Program Supervisor, SGOD  
Education Program Specialist II, SGOD-HRD

Subject: **QUARTERLY CONSULTATIVE CONFERENCE OF DIVISION SENIOR  
EDUCATION PROGRAM SPECIALIST (SEPS) AND EDUCATION PROGRAM  
SPECIALIST (EPS) II FOR HUMAN RESOURCE DEVELOPMENT**

Date: May 22, 2023

1. The Human Resource and Development Division will hold the Quarterly Consultative Conference of Division Senior Education Program Specialist (SEPS) and Education Program Specialist (EPS) II of Human Resource Development on May 25, 2023, from 8:00am-5:00pm, at RNEAP.
2. This is to hereby advise the EPS II of HRD to attend the said event on official business. Attendance to this activity shall be guided with the provisions in the National Budget Circular 563 dated April 26, 2016. Hence adherence to DO 030, s. 2021, on the Multi-Year Implementing Guidelines on the Allocation and Utilization of the Human Resource Development Fund for Teachers and School Leaders shall be strictly observed.
3. Travel and other expenses incurred in attending to the said event shall be charged to local funds of the Schools Division Office, subject to the usual accounting and auditing rules and regulations.
4. Other important details are stipulated in the attachments.
5. In participating in the different activities, the **Equal Opportunities Principle (EOP)** shall be observed at all times where all individuals are fully recognized regardless of gender, religion, ethnicity, and political affiliations.
6. Immediate dissemination of this memorandum is desired.



**REYNALDO B. MELLORIDA, CESO V**  
Schools Division Superintendent

SGOD/jam

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23-19204



Republic of the Philippines  
**Department of Education**  
DAVAO REGION

Office of the Regional Director

**REGIONAL MEMORANDUM**

HRDD-2023-106

To : Assistant Regional Director  
Schools Division Superintendents

Subject: QUARTERLY CONSULTATIVE CONFERENCE OF DIVISION  
SENIOR EDUCATION PROGRAM SPECIALIST (SEPS)  
AND EDUCATION PROGRAM SPECIALIST (EPS) II  
FOR HUMAN RESOURCE DEVELOPMENT

Date : May 17, 2023

The Human Resource and Development Division will hold the Quarterly Consultative Conference of Division Senior Education Program Specialist (SEPS) and Education Program Specialist II of Human Resource Development on May 25, 2023, from 8:00AM-5:00PM, at RNEAP.

This aims to:

- a.) Present the Proposed Multiyear L & D Plan, FY 2023, and 2024-2026;
- b.) Revisit the templates on designing of PD Programs for CPD recognition;
- c.) Discuss the results of FY 2023, first quarter monitoring and assessment of the scholarship grantees, and Work Application Plan (WAP) implementation;
- d.) Gather reports on the status of IPBT, LAC Sessions, trainings, and professional development program in the SDOs;
- e.) Track NEAP PD Programs from 2019-2022;
- f.) Provide information on the Regional Training of Trainers (RTOT) on ABC+ Upscaling; and
- g.) Recalibrate HRDD-NEAP FY 2023 Indicative Calendar of Activities.

The expenses for meals and snacks during the activity, shall be chargeable against the regional local funds, while travelling, and other incidental expenses incurred, shall be chargeable against the local funds of the Schools Division Offices, subject to the usual accounting and auditing rules and regulations.

Immediate and wide dissemination on this Memorandum is desired.

DEPARTMENT OF EDUCATION ROXI  
RECORDS SECTION

**RELEASED**

per. *[Signature]* 5/19/23  
**ALLAN G. FARNAZO**  
Director IV

Enclosed: As Stated. By: 19204  
Date: 5-19-23 Time: 9:25

ROH2/ibd



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