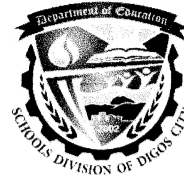




Republic of the Philippines
DEPARTMENT of EDUCATION
REGION XI
Schools Division of Digos City
City of Digos



October 11, 2016

DIVISION MEMORANDUM
NO. 587, s.2016

**SCHOOL HUMAN RESOURCE DEVELOPMENT (HRD)
COORDINATORS CONFERENCE**

To: Public Schools District Supervisors
Public Secondary School Heads
Public Elementary School Heads
Digos City SHS Stand-Alone
DiCNHS-Annexes and Extension Classes
DiCNHS- Head Teachers

1. A human resource development is a set of planned and systematic activities designed by an organization to provide opportunities to its members to learn skills necessary for the present and future job requirements. The process of HRD involves the development of expertise in the employee through organizational development and training and development. The aim of HRD is to improve the performance of the employees. The three main areas of human resource development are human resource management, quality improvement and career development.
2. To facilitate the different programs and activities of the Human Resource Development (HRD) of this Division, the field is hereby advised to choose one (1) teacher per school who will serve as the School Human Resource Development (HRD) Coordinator. In addition, each department of DiCNHS shall have one (1) coordinator.
3. The roles and functions of the School HRD Coordinators will be discussed through a conference on October 25, 2016 (Tuesday), 2:00-5:00PM at Digos City Division Conference Room.
4. Travel and other incidental expenses of the participants are chargeable against local funds subject to the usual accounting and auditing rules and regulations.
5. For information and guidance.


DEE D. SILVA, DPA, CESO VI
Schools Division Superintendent

DepEd Schools Division of Digos

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Date: OCT 11 2016 TIME: 2:17 PM

By: 

RBD-HRD

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