



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

SGOD-2023- 153

To: : Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Education Program Supervisors
SDO Non-Teaching Personnel
School-Based Non-Teaching Personnel

Subject : **INFORMATION ON THE CHRDF LEARNING PATHWAYS FOR THE NON-TEACHING PERSONNEL TRAINING SERIES 2023**

Date : May 4, 2023

This is in reference to Regional Memorandum HRDD-2023-081 dated April 24, 2023 signed by Roy T. Enriquez, Chief Administrative Officer, Officer-In-Charge, re: Information on the CHRDF Learning Pathways for the Non-Teaching Personnel Training Series 2023. An International Seminar-Workshop on Strategic Leadership and Management for Human Resource Professionals in Educational settings on May 12-14, 2023 at Baguio City.

All other details of the said activity are found in the enclosures for ready reference.

For the information and guidance.

Melanie P. Estacio
MELANIE P. ESTACIO
OIC-Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION
RELEASED
23-101270
DATE: MAY 04 2023 TIME: 1:36pm
BY: [Signature]

Enclosed: As stated
SGOD/rbd



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NEWSFILE

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Republic of the Philippines
Department of Education
DAVAO REGION

DepEd Schools Division of Digos
RECORDS SECTION
RECEIVED 101270
27 APR 2023 TIME 4:14
BY:

Office of the Regional Director

REGIONAL MEMORANDUM
HRDD-2023-081

To : All Schools Division Superintendents

Subject: INFORMATION ON THE CHRDF LEARNING PATHWAYS
FOR THE NON-TEACHING PERSONNEL TRAINING
SERIES 2023

Date : April 24, 2023

The Center for Human Research and Development Foundation Inc. (CHRDF) has designed the **Learning Pathways for Non-Teaching Personnel Training Series**. Hence, an **International Seminar Workshop on Strategic Leadership and Management for Human Resource Professionals in Educational Settings** is scheduled on May 12-14, 2023 at Baguio City.

In relation to this, the participation of the interested personnel from the Regional Office, SDOs and schools shall adhere to DepEd Order No. 32, s. 2011 titled the Policies and Guidelines on Training and Development (T&D) Programs and Activities, and DepEd Order No. 40, s. 2020 on the Implementation of Learning and Development for Non-Teaching Personnel in the Department of Education in View of the COVID-19 Pandemic. Thereby, compliance to DM-OUHROD-2023-0089 titled, FY 2023 Organizational and Professional Development for Non-Teaching Personnel (OPDntp) Program Support Fund Utilization and Monitoring shall be observed.

Attached is the basic communication and program matrix from the the Learning Service Provider, for reference. Access the preregistration link, <https://forms.gle/pxCHyp2YKXx9dVtM6> to receive updates regarding the workshop. For inquiries, you may contact, chrdf.inc@gmail.com or through 09989925601.

Immediate dissemination of this Memorandum is desired.

ALLAN G. FARNAZO
Director IV, By the Authority of the Regional Director

DEPARTMENT OF EDUCATION ROX
RECORDS SECTION
RELEASED

Enclosed: As Stated

ROH3/glv

By:
Date: Apr 27, 2023
Time: 18:43

ROW T. ENRIQUEZ
Chief Administrative Officer
Officer-In-Charge



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147

ISO 9001:2015 - Certified

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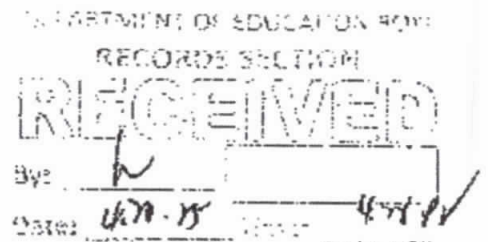


April 10, 2023

Office of the Regional Director
Department of Education

Attention: **Human Resource Development Office**

Dear Sir/ Madam:



Greetings of Peace!

Since 1994, the Center for Human Research and Development Foundation Inc. as a non-stock and non-profit organization collaborated to various community stakeholders in providing high quality and relevant learning and development programs. As the new year begins, we have designed year-long professional development programs for non-teaching personnel. We are well aware on the various steps carried out by the Department of Education to improve the education over the years. We are one in lauding and celebrating all these unwavering efforts and achievements.

For an organization to be effective and be able to deliver its intended outcomes, its workforce needs to be skilled, competent and confident. Across all sectors, it means that they are subject to continual change, especially in the Volatile, Uncertain, Complex, and Ambiguous (VUCA) world that we are living. The pandemic is a real game changer. The non-teaching employees' competence requires enhancement and operate by being flexible, agile and continually evolving. Thus, our organization designed the **LEARNING PATHWAYS FOR NON-TEACHING PERSONNEL TRAINING SERIES**. Come May 12-14, 2023, we will gather Human Resource Professionals from educational institutions in Baguio City for the **International Seminar Workshop on Strategic Leadership and Management for Human Resource Professionals in Educational Settings**. The exact venue will be announced on later date.

The training program we prepared is consistent to DepEd Order no. 32, s. 2011 or Policies and Guidelines on Training and Development (T&D) Programs and Activities and DepEd Order no. 40 s. 2020 or Implementation of Learning and Development for Non-Teaching Personnel in the Department of Education in View of the COVID-19 Pandemic.

The follow activities and topics will be covered in this learning event:

Day 1

- Opening program, orientation and perspective setting
- Session 1: Conducting Effective EOMS Internal Audit
- Session 2: Positive Psychology: Promoting Work-Life Balance and Flourishing Well-Being



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Day 2

Session 3: Promoting Lifelong Learning: Designing Competency-based Training
Session 4: Data Privacy Issues in the New Normal
Session 5: Revisiting Enabling Laws and Policies for Civil Servants

Day 3

Session 6: Data Privacy Issues in the New Normal
Session 7: Making it Happen: Safe Spaces in the Workplace and Beyond
Session 8: Effective Leadership through Behavioral Communication
Closing Program

Target participants: HRD personnel from educational settings and other non-teaching personnel who could benefit from the topics of this learning event

Important: Training for non-teaching personnel is **NOT** covered by or under NEAP.

Registration fee will be collected to cover all the expenses.

Registration type:	Individual	Group (Min. of 3 pax)
Early bird rate (on or before May 5, 2023)	₱10,500.00	₱9,500.00
Regular rate (May 6, 2023 onwards)	₱12,000.00	₱11,000.00

Inclusions: Conference kit, attendance to plenary sessions, printed certificate of attendance, participation, appearance, Certificate of recognition for workshop sessions, 2 nights 2 days accommodation, meals- Day 1 AM snacks to Day 3 PM Snack, handouts

PAYMENT PROCESS:

G-Cash/ Paymaya (Please use SEND MONEY TO BANK option & NOT express send) or Over-the-counter payment
Please use the details below: For surname put Foundation

Bank name: Metropolitan Bank Trust Company (Metrobank)
Account name: CHRDF Inc.
Savings Account no.: 473-3-47312516-2

Bank name: Asia United Bank (AUB)
Account name: CHRDF Inc.
Savings Account no.: 538-01-000060-8

or Palawan Express (Send Money Form)
Receiver: Virginia P. Gapuz Mobile no.: 09989925601

Please EMAIL us your proof of payment and your complete name at chrdf.inc@gmail.com with subject HRD23 and in the body complete name and organization/ name and address of SDO/RO.

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Interested participants may pre-register here to receive a personalized invitation letter (if needed) and updates about this training program <https://forms.gte/pxCHyp2YKXx9dVtM6>

For any questions, you may contact us at 09989925601 (text only) or email me at chrdf.inc@gmail.com for complete details such as registration fee and program details.

Thank you and we look forward to serving you.

Sincerely yours,


Mr. Jeffrey M. Mayor, LPT

Attachment to CHRDF, Inc. invitation letter for training designed for HRD professionals (April 10, 2023)