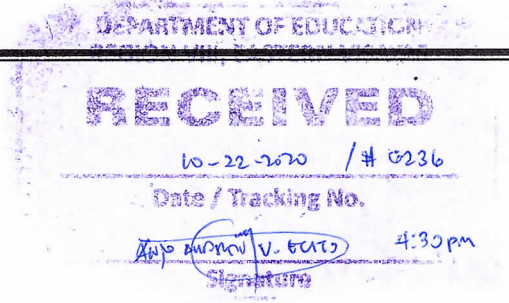




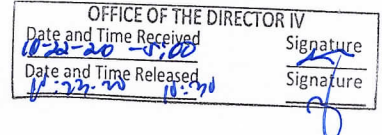
Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary



MEMORANDUM
 OM-PHROD-2020-00357

FOR : **Regional Directors**
 ✓ **Schools Division Superintendents**
All Others Concerned



FROM : **JESUS L.R. MATEO**
Undersecretary for Planning and HROD

SUBJECT : **Webinar: Strengthening DepEd HRMOs/Personnel Officers on How to Provide Support to COVID-19 Affected DepEd Employees**

DATE : **October 19, 2020**

In line with the Department of Education's efforts to provide our employees with the latest and relevant health information about programs and assistance related to the government's COVID-19 response and measures, the Bureau of Human Resource and Organizational Development - Employee Welfare Division (BHROD - EWD), will conduct a 3-hour webinar entitled *Strengthening DepEd HRMOs/Personnel Officers on How to Provide Support to COVID-19 Affected Employees* on **October 26, 2020** from 9:00 am to 12:00 nn via Google Meet (Please see attached program schedule).

The webinar aims to strengthen our DepEd Human Resource Management Officers (HRMOs)/Personnel Officers in the Regional Office (RO) and Schools Division Office (RO) through introducing them to various government medical benefits/assistance (i.e. PhilHealth and Employee Compensation Commission) for COVID-19 affected personnel and their specific roles to help employees avail of such benefits. Also, this webinar will provide tips on how to support the implementation of COVID-19 case management in the workplace to better assist those affected personnel.

Given this, one (1) HRMO/Personnel Officer from RO and SDO shall attend this 3-hour webinar. Confirmation of attendance shall be done by registering to the link <https://bit.ly/RegisterDepEdHRMOsCOVID19>. The webinar link and details will be provided after completing the registration.

For inquiries, please email Mr. Earl Losito or Ms. Bless Valdez of the Employee Welfare Division at bhrod.ewd@deped.gov.ph.

BHROD-EWD/ERLosito
 OM-PHROD-2020-00357

*ORD 901
 10-22-20*

TIME	TOPICS	FACILITATOR
9:00am – 9:15am	Preliminaries <ul style="list-style-type: none"> - Reminder to Participants (Webinar Etiquette) - Prayer - Welcome/Opening Remarks - Recognition of Participants - 	EWD Host Usec. Jesus L.R. Mateo or Dir. Anne Rachel Miguel BHROD
9:15am – 9:30am	Program Background <ul style="list-style-type: none"> - Program Objectives Introduction of 1 st Speaker from the Employees’ Compensation Commission (ECC)	EWD Host
9:30am- 10:00am	Session 1 (30 minutes) Understanding Employees’ Compensation Program and its Process and Required Documents	Ms. Jayreeze Cañedo Employees’ Compensation Commission
10:00am- 10:05am	Introduction of 2 nd Speaker from PhilHealth	EWD Host
10:05am- 10:35am	Session 2 (30 minutes) Understanding the PhilHealth COVID-19 Packages and Benefits for Testing, Treatment and Isolation <ul style="list-style-type: none"> - Process and Required Documents - Directory of Philhealth and DOH accredited facilities for testing, isolation, and treatment 	Ms. Annable Llanto PhilHealth - NCR
10:35am- 11:00am	Session 3 (25 minutes) Tips for DepEd HRMOs on how to assist COVID-19 affected personnel <ol style="list-style-type: none"> 1. Be equipped with the right information (Case Management Protocols per DOH, DepEd guidelines, Philhealth COVID Benefits, Directories/Hotlines) 2. Establish a network/coordination with your field Philhealth and ECC counterparts 3. Set up their own Helpdesk to cater to Philhealth and ECC concerns of the affected personnel 4. Strengthen information campaign and information dissemination 	Mr. Earl Ryan Losito Employee Welfare Division
11:00am- 11:45am	Questions and Answers	Resource Speakers
11:45am- 12:00nn	Evaluation Closing Program Closing Remarks	EWD Host