



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

October 22, 2021

REGIONAL MEMORANDUM

No. **000648**, s. 2021

**HUMAN RESOURCE DEVELOPMENT CRUCIAL AND RELEVANT E-FILES (HRD CaREs)
PROJECT LAUNCHING**

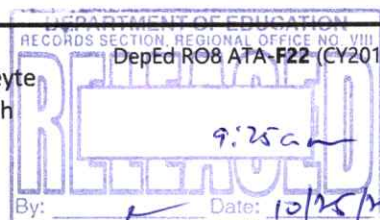
To: Schools Division Superintendents
All Others Concerned

1. This Office, through the Human Resource Development Division (HRDD), announces the launching of the Human Resource Development Crucial and Relevant E-files (HRD CaREs) Project on November 3, 2021 at 8:30 a.m. to 11:30 a.m. via Google Meet.
2. The HRD CaREs Project aims to establish a data banking system that will serve as a repository for crucial and relevant HRD data. Specifically, the project aims to:
 - a. establish a mechanism to capture, collect, submit, and retrieve crucial and relevant HRD data from the Human Resource Development Sections (HRDS) of the 13 Schools Division Offices (SDOs);
 - b. ensure timely and accurate submission of data required by the Central Office, the Policy, Planning and Research Division (PPRD) through the Basic Education Data Bank, and other partner agencies; and
 - c. improve data capture, collection, storage, and retrieval from the HRD counterparts at the SDOs.
3. The participants to the aforementioned activity are the 13 Senior Education Program Specialists and 13 Education Program Specialists II from the HRDS. Register through this link on or before October 29, 2021: <https://bit.ly/HRDCaREsLaunching>.
4. Attached are the Activity Matrix and the List of the Program Management Team.
5. Immediate dissemination of and compliance with this Memorandum are desired.

EVELYN R. FETALVERO CESO IV
Regional Director *lp*



Government Center, Candahug, Palo, Leyte
(053) 832-2997 | region8@deped.gov.ph
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DepEd RO8 ATA-F22 (CY2018-v03-r00)

Page 1 of 4



Enclosures: Activity Matrix, List of Program Management Team

References: OM No. 368, s. 2020; RM No. 143, s. 2021

To be indicated in the Perpetual Index under the following subjects:

HRD CaREs PROJECT LAUNCHING

COLLECTION, SUBMISSION, AND RETRIEVAL OF HRD DATA

HRDD- DSS

Enclosure No. 1 to Regional Memorandum No. _____, s. 2021

**HUMAN RESOURCE DEVELOPMENT CRUCIAL AND RELEVANT E-FILES (HRD CaREs)
PROJECT LAUNCHING**

November 3, 2021, 8:30 a.m. – 11:30 a.m.
via Google Meet

ACTIVITY MATRIX

TIME	OPENING PROGRAM
8:30 a.m. – 9:00 a.m.	<ul style="list-style-type: none"> ▪ Philippine National Anthem ▪ Prayer ▪ DepEd RO8 Hymn ▪ Netiquette ▪ Opening Message Bebiano I. Sentillas CESO V Schools Division Superintendent OIC- Office of the Assistant Regional Director ▪ Acknowledgement of Participants and Statement of Purpose Harvie D. Villamor - Chief, HRDD ▪ Message Evelyn R. Fetalvero CESO IV Regional Director
9:00 – 10:00 a.m.	ORIENTATION AND SIMULATION
	<ul style="list-style-type: none"> ▪ Project Overview ▪ HRD CaREs Project Implementation Plan ▪ Walkthrough of the Data Repository Dina S. Superable - SEPS, HRDD Project Proponent
10:00 a.m. – 11:15 a.m.	<ul style="list-style-type: none"> ▪ Data/e-Files Uploading Simulation ▪ Reflective Sharing HRDS SEPS/EPS II (13 SDOs)
11:15 a.m. – 11:30 a.m.	CLOSING PROGRAM
	<ul style="list-style-type: none"> ▪ Next Steps ▪ Closing Prayer ▪ e-Thought Sharing

Enclosure No. 2 to Regional Memorandum No. _____, s. 2021

PROGRAM MANAGEMENT TEAM

NAME	FUNCTION/S	POSITION
Evelyn R. Fetalvero, CESO IV	Program Manager	Regional Director
Bebiano I. Sentillas, CESO V	Assistant Program Manager	OIC- Asst. Regional Director
Harvie D. Villamor	On-site Program Manager	Chief, HRDD
Rita R. Dimakiling	QAME Manager	Chief, QAD
Dina S. Superable	Asst. On-site Program Manager/Project Proponent/HRDD Data Manager	SEPS, HRDD
Michael C. Parado	Chairperson, Data Curation	EPS II, HRDD
Clark Dave P. Arante	Co-Chairperson, Data Curation	EPS II, HRDD
Alejandra B. Lagumbay	Project Consultant	Educ. Prog. Supervisor, HRDD
Rowena T. Vacal	Project Consultant	Educ. Prog. Supervisor, HRDD
Rodel V. Rosales	Project Consultant	Educ. Prog. Supervisor, HRDD
May Ann B. Ladrera	Chairperson, Logistics	ADAS III, HRDD
Rashiel R. Labita	Co-Chairperson, Logistics	ADAS I, HRDD