



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

5971

March 31, 2022

REGIONAL MEMORANDUM

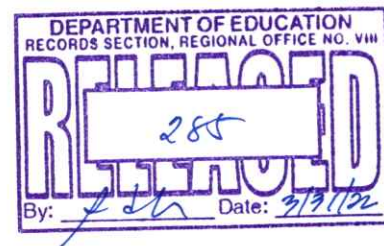
No. **285**, s. 2022

**DIRECT RELEASE OF THE 2022 HRD PROGRAM SUPPORT FUND (PSF) FOR THE
REGIONS AND DIVISIONS AND REITERATION
OF DEPED ORDER NO. 30 S. 2021**

To: Schools Division Superintendents
Regional Office Division Chiefs
All Others Concerned

1. Attached is DepEd Memorandum OSEC-NEAP-OD-2022-021 on the on the Direct Release of the 2022 HRD Program Support Fund (PSF) for the Regions and Divisions and Reiteration of DepEd Order No. 30 s. 2021.
2. Immediate dissemination of and appropriate action with this Memorandum are desired.

EVELYN R. FETALVERO, CESO IV
Regional Director



Enclosures: As stated

References: None

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

HUMAN RESOURCE DEVELOPMENT

PROGRAM SUPPORT FUNDS

HRDD-ABL





Republic of the Philippines
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES


Office of the Director IV

MEMORANDUM

OSEC-NEAP-OD-2022-021

TO : **NEAP-R Focal Persons**
HRDD Chiefs
All Others Concerned

Thru: : **Regional Directors**

FROM : 
JOHN ARNOLD S. SIENA
Director IV

SUBJECT : **DIRECT RELEASE OF THE 2022 HRD PROGRAM**
SUPPORT FUND (PSF) FOR THE REGIONS AND DIVISIONS
AND REITERATION OF DEPED ORDER NO. 30 S. 2021

DATE : **JANUARY 26, 2022**

1. This is to inform the Regional and Schools Division Offices that the 2022 HRD Program Support Fund (PSF) for the Regions and Schools Divisions has been approved for direct release by the Department of Budget and Management (DBM).
2. The allocation list is attached for your reference (Enclosure 1).
3. In relation to this, the National Educators Academy of the Philippines (NEAP) would like to reiterate the provisions of the DepEd Order No. 030 s.2021 titled **“Multi-Year Implementing Guidelines on the Allocation and Utilization of the Human Resource Development Fund for Teachers and School Leaders”** (Enclosure 2).
4. The said Guidelines apply to all programs, activities, and projects (PAPs) funded by any of the three (3) components of the Human Resource Development (HRD) Fund: (1) the Central Office-Managed Fund; (2) the Program Support Fund (PSF); and, (3) the In-Service Training (INSET) Fund.
5. The following are the eligible activities that may be charged against the HRD Fund:
 - a. Professional development of teachers and school leaders, whether developed and implemented by DepEd Central, Regional or Schools

Division Offices (CO, RO, or SDO) or by Authorized Learning Service Providers (LSPs);

- b. Trainers' training in cases of CO-, RO- and SDO-managed programs geared towards providing professional development to teachers and school leaders;
- c. Provision of technical assistance to SDOs and schools on the conduct of LAC sessions;
- d. Development, enhancement, and implementation of learning and development systems and programs related to the professional development of teachers and school leaders;
- e. Training program design development and training delivery modality development;
- f. Development, production, and reproduction of LAC training materials, session guides, and video lectures that have undergone quality assurance;
- g. Management of the HRD Funds at the Central Office including program planning and monitoring and evaluation; and,
- h. The hiring of highly technical consultants and contracts of service (COS) personnel of NEAO-CO to support the development and implementation

The allowable expenses are the following:

- i. Board and lodging of participants, resource persons, and the management team, the use of function room/s, provision of audio-visual system or facility and other equipment and requirements prescribed by pertinent accounting and auditing rules and regulations;
- j. Payment of reasonably-assessed registration or enrolment fees to LSPs on behalf of the public school teacher and school leader beneficiaries for their participation in NEAP-Recognized Professional Development Programs and Courses;
- k. Payment of procured services of LSPs;
- l. Transportation cost and per diem of the participants, resource persons, and management team;
- m. Communications expenses for professional development activities utilizing the online mode of delivery either through reimbursement of Fifty Pesos and 00/100 (PhP50.00) per online training day or through availment of centrally-procured communications package;
- n. Supplies and materials at standard cost, which may include the printing of training modules and activity sheets and purchase of paper materials, writing tools and implements, and other training supplies as may be required;

- o. Professional fees or honoraria of non-DepEd resource persons subject to DBM Budget Circular No. 2007-1 and DBM National Budget Circular No. 2007-510;
 - p. Contingency expenses relative to the conduct of the aforementioned activities that are not indicated in the budget estimate but are necessary for the conduct of the activity (Reimbursement of all contingency expenses must be supported by a strong justification of its necessity to the conduct of the activity approved by the Head of Office and official receipts); and,
 - q. All other expenses in support of the aforementioned activities are deemed eligible expenses provided these are classified under MOOE.
6. The provisions of DepEd Order No. 001, s. 2020, entitled, **“Guidelines for NEAP Recognition of Professional Development Programs and Courses for Teachers and School Leaders,”** (Enclosure 3) shall be applicable to all activities referred to by *Items A and B, Paragraph 5* of this Memorandum.
7. Per approved request for the direct release of FY 2022 PSF to Regional and Schools Division Offices amounting to Php291,750,000.00, the allocation is broken down as follows:

2022 HRD Fund Allocation (for ROs):

CLASSIFICATION	REGION	ALLOTMENT	BREAKDOWN	SUBTOTAL
<i>Small</i>	<u>2, 4B, 9, 12, CAR</u>	<u>4,000,000.00</u>	<u>5 ROs x 4,000,000.00</u>	<u>20,000,000.00</u>
<i>Medium</i>	<u>1, 5, 8, 10, 11, 13</u>	<u>5,000,000.00</u>	<u>6 ROs x 5,000,000.00</u>	<u>30,000,000.00</u>
<i>Large</i>	<u>3, 4A, 6, 7, NCR</u>	<u>6,000,000.00</u>	<u>5 ROs x 6,000,000.00</u>	<u>30,000,000.00</u>
<u>TOTAL</u>				<u>80,000,000.00</u>

2022 HRD Fund Allocation (for SDOs):

CLASSIFICATION	ALLOTMENT	BREAKDOWN	SUBTOTAL
<i>Small</i>	<u>750,000.00</u>	<u>40 x 750,000.00</u>	<u>30,000,000.00</u>
<i>Medium</i>	<u>1,000,000.00</u>	<u>142 x 1,000,000.00</u>	<u>142,000,000.00</u>
<i>Large</i>	<u>1,250,000.00</u>	<u>27 x 1,250,000.00</u>	<u>33,750,000.00</u>
<i>Very Large</i>	<u>1,500,000.00</u>	<u>4 x 1,500,000.00</u>	<u>6,000,000.00</u>
<u>TOTAL</u>			<u>211,750,000.00</u>

8. The new SDOs that are not included in the Direct Release will receive their PSF through fund downloading of NEAP.

9. The PSF is allocated to cover the cost of the following:
- a. Development phase of the program, projects, and activities (PPAs); and
 - b. The actual training of NEAP-recognized program.
10. To monitor the implementation of all programs, activities, and projects (PAPs) charged to HRD Program Support Fund quarterly, NEAP-R focal persons are directed to:
- a. Coordinate with NEAP-CO and SDOs on matters relating to professional development programs funded under the HRD Fund;
 - b. Download the PSF allocated by NEAP-CO to SDOs;
 - c. Conduct a Regional Program Implementation Review (PIR) per quarter;
 - d. Attend NEAP-CO PIR meeting every last week of each quarter of the year;
 - e. Encode the conducted PAPs in the worksheet tab entitled List of Training Conducted, and update the number of schools conducting Learning Action Cell (LAC) through the Google sheet provided per Region and SDO, viz:

<u>OFFICE</u>	<u>ONLINE FORM</u>
<u>Regional and Schools Division Offices</u>	
<u>I</u>	http://bit.do/2022_RO1_HRD_Accomplishments
<u>II</u>	http://bit.do/2022_RO2_HRD_Accomplishments
<u>III</u>	http://bit.do/2022_RO3_HRD_Accomplishments
<u>IV-A</u>	http://bit.do/2022_RO4A_HRD_Accomplishments
<u>IV-B</u>	http://bit.do/2022_RO4B_HRD_Accomplishments
<u>V</u>	http://bit.do/2022_RO5_HRD_Accomplishments
<u>VI</u>	http://bit.do/2022_RO6_HRD_Accomplishments
<u>VII</u>	http://bit.do/2022_RO7_HRD_Accomplishments
<u>VIII</u>	http://bit.do/2022_RO8_HRD_Accomplishments
<u>IX</u>	http://bit.do/2022_RO9_HRD_Accomplishments

<u>X</u>	http://bit.do/2022_RO10_HRD_Accomplishments
<u>XI</u>	http://bit.do/2022_RO11_HRD_Accomplishments
<u>XII</u>	http://bit.do/2022_RO12_HRD_Accomplishments
<u>CARAGA</u>	http://bit.do/2022_RO13_HRD_Accomplishments
<u>CAR</u>	http://bit.do/2022_ROCAR_HRD_Accomplishments
<u>NCR</u>	http://bit.do/2022_RONCR_HRD_Accomplishments

f. Submit the annual HRD Fund utilization report to NEAP-CO using *Enclosure 4*.

11. With regard to NEAP Communications Package for Teachers to support their participation in NEAP-Recognized Professional Development Programs and Courses (NEAP-PDP), the memorandum on the reiteration of NEAP-issued SIM registration to the Professional Development Information System (PDIS), and the Guidelines to facilitate the reimbursement of communication expenses of teachers who were not provided with NEAP SIM are enclosed.

12. Likewise, the Regions and SDOs shall ensure that all participants to NEAP-recognized programs have registered and updated their PDIS accounts. For this purpose, they are directed to coordinate with the NEAP Registration Team through this email: neap.registrar@deped.gov.ph.

13. For more information and clarifications, please contact the **National Educators Academy of the Philippines**, Department of Education at DepEd Central Office, Room M-213-A, Second Floor, Mabini Building, DepEd Complex, Meralco Ave., Pasig City through email at neap.od@deped.gov.ph or at telefax number (02) 8638-8638.

14. Immediate dissemination of and strict compliance with this issuance is desired.

NOTED BY:


ATTY. NEPOMUCENO A. MALALUAN
 Undersecretary/ Chief of Staff 

Enclosures:

1. List of Allocation per RO and SDO
2. DepEd Order 30, s. 2021 - Multi-Year Guidelines on the Utilization of HRD Fund
3. DepEd Order 001, s. 2020 - Guidelines for NEAP Recognition of Professional Development Programs and Courses for Teachers and School Leaders
4. HRD Fund Utilization Report Template
5. Memorandum on the Reiteration of the Distribution and Registration Guidelines of

- Communication Package for Teachers to Support their Participation in NEAP-Recognized Professional Development Programs and Courses (NEAP-PDP)
6. Guidelines on the Use of Additional Program Support Fund (PSF) for the Reimbursement of the Communication Expenses

ENCLOSURE 1

Regional Office HRD Fund Allocation:

<u>REGION</u>	<u>ALLOTMENT</u>	<u>TARGET PHYSICAL ACCOMPLISHMENT (Teachers and School Leaders Trained)</u>
I	5,000,000.00	1974
II	4,000,000.00	1579
III	6,000,000.00	2368
IV-A	6,000,000.00	2368
IV-B	4,000,000.00	1579
V	5,000,000.00	1974
VI	6,000,000.00	2368
VII	6,000,000.00	2368
VIII	5,000,000.00	1974
IX	4,000,000.00	1579
X	5,000,000.00	1974
XI	5,000,000.00	1974
XII	4,000,000.00	1579
Caraga	5,000,000.00	1974
CAR	4,000,000.00	1579
NCR	6,000,000.00	2368
TOTAL	80,000,000.00	

Sorsogon City	1,000,000.00	374
Tabaco City	1,000,000.00	374
Region VI		
Akian	1,000,000.00	374
Antique	1,000,000.00	374
Bacolod City	1,000,000.00	374
Bago City	1,000,000.00	374
Cadiz City	1,000,000.00	374
Capiz	1,000,000.00	374
Escalante City	750,000.00	280
Guimaras	1,000,000.00	374
Himamaylan City	1,000,000.00	374
Iloilo	1,500,000.00	560
Iloilo City	1,000,000.00	374
Kabankalan City	1,000,000.00	374
La Carlota City	750,000.00	280
Negros Occidental	1,250,000.00	467
Passi City	750,000.00	280
Roxas City	1,000,000.00	374
Sagay City	1,000,000.00	374
San Carlos City	1,000,000.00	374
Silay City	1,000,000.00	374
Sipalay City	1,000,000.00	374
Region VII		
Bais City	750,000.00	280
Bayawan City	1,000,000.00	374
Bogo City	750,000.00	280
Bohol	1,250,000.00	467
Carcar City	1,000,000.00	374
Cebu	1,500,000.00	560
Cebu City	1,000,000.00	374
City of Naga, Cebu	750,000.00	280
Danao City	1,000,000.00	374
Dumaguete City	750,000.00	280
Guihulngan City	750,000.00	280
Lapu-Lapu City	1,000,000.00	374
Mandaue City	1,000,000.00	374
Negros Oriental	1,250,000.00	467
Siquijor	1,000,000.00	374
Tagbilaran City	750,000.00	280
Talisay City	1,000,000.00	374
Tanjay City	750,000.00	280
Toledo City	1,000,000.00	374
Region VIII		
Baybay City	1,000,000.00	374
Biliran	1,000,000.00	374
Borongan City	750,000.00	280
Calbayog City	1,000,000.00	374

Catbalogan City	1,000,000.00	374
Eastern Samar	1,000,000.00	374
Leyte	1,250,000.00	467
Maasin City	750,000.00	280
Northern Samar	1,000,000.00	374
Ormoc City	1,000,000.00	374
Samar (Western Samar)	1,000,000.00	374
Southern Leyte	1,000,000.00	374
Tacloban City	1,000,000.00	374
Region IX		
Dapitan City	750,000.00	280
Dipolog City	1,000,000.00	374
Isabela City	1,000,000.00	374
Pagadian City	1,000,000.00	374
Zamboanga City	1,000,000.00	374
Zamboanga del Norte	1,250,000.00	467
Zamboanga del Sur	1,250,000.00	467
Zamboanga Sibugay	1,000,000.00	374
Region X		
Bukidnon	1,250,000.00	467
Cagayan de Oro City	1,000,000.00	374
Camiguin	750,000.00	280
El Salvador	750,000.00	280
Gingoog City	1,000,000.00	374
Iligan City	1,000,000.00	374
Lanao del Norte	1,000,000.00	374
Malaybalay City	1,000,000.00	374
Misamis Occidental	1,000,000.00	374
Misamis Oriental	1,000,000.00	374
Oroquieta City	750,000.00	280
Ozamis City	1,000,000.00	374
Tangub City	750,000.00	280
Valencia City	1,000,000.00	374
Region XI		
Compostela Valley	1,000,000.00	374
Davao City	1,250,000.00	467
Davao del Norte	1,000,000.00	374
Davao del Sur	1,000,000.00	374
Davao Occidental	1,000,000.00	374
Davao Oriental	1,000,000.00	374
Digos City	1,000,000.00	374
Island Garden City of Samal	750,000.00	280
Mati City	1,000,000.00	374
Panabo City	1,000,000.00	374
Tagum City	1,000,000.00	374
Region XII		
General Santos City	1,000,000.00	374
Kidapawan City	1,000,000.00	374