



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

June 10, 2024

REGIONAL MEMORANDUM

No. **657** s. 2024

ONLINE ORIENTATION ON THE DEPLOYMENT GUIDELINES FOR THE NEWLY-CREATED TEACHING ITEMS FROM KINDERGARTEN TO GRADE 12 AND ALTERNATIVE LEARNING SYSTEM (ALS), AND SCHOOL-BASED ADMINISTRATIVE OFFICER II (AO II) ITEMS FOR SCHOOL YEAR (SY) 2024-2025

To: Schools Division Superintendents
Division AOs/HRMOs and Planning Officers
All Others Concerned

1. Attached is Memorandum DM-OUHROD-2024-1107 dated June 7, 2024 with the subject: **Online Orientation on the Deployment Guidelines for the Newly-Created Teaching Items from Kindergarten to Grade 12 and Alternative Learning System (ALS), and School-Based Administrative Officer II (AO II) Items for School year (SY) 2024-2025.**
2. The schedule for Visayas Cluster which includes Region VIII-Eastern Visayas is on **June 20, 2024** with the meeting link: **bit.ly/NSPP2024OrientationBatch2.**
3. The expected participants are the Regional and Division Administrative Officer and/or HRMO and Planning Officer. Confirmation of attendance shall be done through the link: **bit.ly/NSPP2024OrientationConfirmation** on or before June 14, 2024.
4. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director

Enclosure: As stated

Reference: As stated

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

NEWLY-CREATED ITEMS

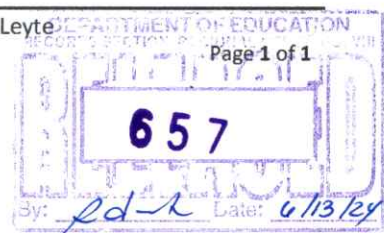
ORIENTATION

VIRTUAL

AD-PS-EDR



Address: Government Center, Candahug, Palo, Leyte
Telephone No.: (053) 832-5738
Email Address: region8@deped.gov.ph
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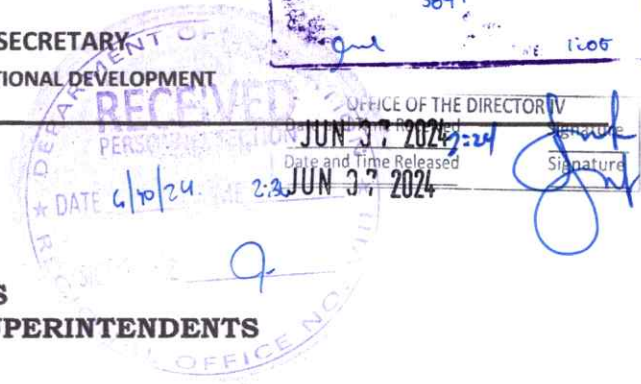




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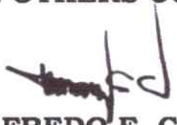
OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



MEMORANDUM
DM-OUHROD-2024-1107

TO : ALL REGIONAL DIRECTORS
ALL SCHOOLS DIVISION SUPERINTENDENTS

ATTENTION : CHIEFS, ADMINISTRATIVE DIVISION
CHIEFS, SCHOOL GOVERNANCE AND OPERATIONS
DIVISION (SGOD)
ADMINISTRATIVE OFFICERS/HRMOs
PLANNING OFFICERS
ALL OTHERS CONCERNED

FROM : 
WILFREDO E. CABRAL
Regional Director
Officer-in-charge, Undersecretary for Human Resource and Organizational Development

SUBJECT : ONLINE ORIENTATION ON THE DEPLOYMENT GUIDELINES FOR THE NEWLY-CREATED TEACHING ITEMS FROM KINDERGARTEN TO GRADE 12 AND ALTERNATIVE LEARNING SYSTEM (ALS) AND SCHOOL-BASED ADMINISTRATIVE OFFICER II (AO II) ITEMS FOR SCHOOL YEAR (SY) 2024-2025

DATE : 07 June 2024

This has reference to the Department of Budget and Management's (DBM) approval of the creation of **TWENTY-TWO THOUSAND THREE HUNDRED TWENTY-THREE (22,323) new teaching items** for Kindergarten to Grade 12 and Alternative Learning System (ALS) for SY 2024-2025 dated 31 May 2024 and **FIVE THOUSAND (5,000) school-based Administrative Officer II (AO II) items** for SY 2024-2025 dated 27 May 2024.

The information on the approval of these items was disseminated to all Regional Offices (ROs) and Schools Division Offices (SDOs) through **DM-OUHROD-2024-1095** or the *Approval of the Creation of New Teaching Items from Kindergarten to Grade 12 and Alternative Learning System (ALS) for School Year (SY) 2024-2025* dated 06 June 2024 for teaching items and **DM-OUHROD-2024-1052** or the *Approval of the Creation of New School-Based Administrative Officer II (AO II) Positions to Public Elementary and Secondary Schools for FY 2024* dated 03 June 2024 for the school-based AO II items.



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07 JUN 2024

Further, the advance information on the allocation of these items was disseminated to all ROs and SDOs through **DM-OUHROD-2024-0952** or the *Advance Information on the Creation and Deployment of New Teaching Items and School-Based Administrative Officer II Items for School Year (SY) 2024-2025* dated 16 May 2024.

In view of this, an online orientation shall be conducted by the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) on **June 19-21, 2024** for selected participants from the ROs and SDOs to **expedite the filling-up of these newly-created school-based items**. This orientation aims to discuss the full details of the allocation and deployment of these new teaching and non-teaching items such as the allocation of items, deployment criteria, and other procedural guidelines as provided in DM-OUHROD-2024-0952.

This online orientation shall be conducted in three (3) batches via **MS Teams** with respective dates and target participants as follows:

Batch	Date	Target Participants		Meeting Link
		Morning Session (8am to 12 nn)	Afternoon Session (1pm to 5pm)	
Luzon Cluster	June 19, 2024	Per RO: Administrative Officer and/or HRMO; and Regional Planning Officer	Per RO: Administrative Officer and/or HRMO	bit.ly/NSPP2024OrientationBatch1
Visayas Cluster	June 20, 2024	Per SDO: Administrative Officer and/or HRMO; and Division Planning Officer	Per SDO: Administrative Officer and/or HRMO	bit.ly/NSPP2024OrientationBatch2
Mindanao Cluster	June 21, 2024	Per SDO: Administrative Officer and/or HRMO; and Division Planning Officer	Per SDO: Administrative Officer and/or HRMO	bit.ly/NSPP2024OrientationBatch3

Kindly refer to **Annex A** for the Indicative Program of Activities. For confirmation of attendance, please accomplish the online form through this link: [**bit.ly/NSPP2024OrientationConfirmation**](https://bit.ly/NSPP2024OrientationConfirmation) on or before **14 June 2024**.

Expenses incurred for this activity shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

For further clarifications and other concerns, you may communicate with **Ms. Noverose B. Dadole** or **Ms. Ina Marie Claire E. Mallari** of BHROD-SED through

this landline no. **(02) 8633 – 5397** or email at bhrod.sed@deped.gov.ph copy furnish support.nspp@deped.gov.ph.

For your information and appropriate action.



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Certificate No. PUP 088
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ANNEX A

Indicative Program of Activities

START	END	ACTIVITY	RESOURCE SPEAKER/FACILITATOR
8:00AM	8:30AM	Registration	Participants
8:30AM	8:45AM	Preliminaries <ul style="list-style-type: none"> • National Anthem • Prayer • House Norms • Recognition of Participants 	BHROD-SED
		Welcome Remarks	Wilfredo E. Cabral <i>Regional Director Officer-in-charge, Undersecretary for Human Resource and Organizational Development</i>
		Message	Atty. Resty C. Osias <i>Director IV, Bureau of Human Resource and Organizational Development (BHROD)</i>
Teaching Items			
8:45AM	9:00AM	Orientation Objectives and Overview	BHROD-SED
9:00AM	9:45AM	Orientation Proper <i>(Allocation, Deployment procedures)</i>	BHROD-SED
9:45AM	10:00AM	HEALTH BREAK	
10:00AM	10:30AM	[Continuation] Orientation Proper <i>(Deployment procedures, Special Hiring Arrangements, Hiring, NOSCA, PMIS, and GMIS)</i>	BHROD-SED
10:30AM	11:45AM	Open Forum	ALL
11:45AM	1:00PM	LUNCH BREAK	
School-based Non-Teaching Items			
1:00PM	1:30PM	Registration	Participants
1:30PM	1:45 PM	Orientation Objectives and Overview	BHROD-SED
1:45PM	2:30PM	Orientation Proper <i>(Allocation, Deployment procedures, KRAs, Support to School, Monitoring)</i>	
2:30 PM	2:40PM	HEALTH BREAK	
2:40 PM	3:10 PM	Process on the request of items	BHROD-SED
3:10PM	3:30PM	Orientation Proper <i>(Use and Access of PMIS for the NSPP Module)</i>	PS-PPD
3:30PM	4:30PM	Open Forum	ALL
4:30PM	5:00PM	Closing Activity	Mr. Dexter N. Pante <i>Chief, BHROD-SED</i>




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OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2024-1105

TO : **Regional Directors**
Region I, II, III, IV-B, V, VI, VII, VIII, IX, X, XI, XII, CARAGA, CAR, NCR

FROM :  **WILFREDO E. CABRAL**
Regional Director
Officer-In-Charge, Office of the Undersecretary
Human Resource and Organizational Development

SUBJECT : **USE OF TUV NORD SPECIMEN LOGO FOR REGIONAL OFFICES**

DATE : 06 June 2024

Relative to the ISO 9001:2015 certification of fifteen DepEd Regional Offices last April 26, 2024, the Bureau of Human Resource and Organizational Development would like to prescribe the use of TUV Nord Specimen Logo in the existing forms and templates of the concerned DepEd Regional Offices.

The specimen logo may be downloaded through this link:
<https://bit.ly/ROTUVNordLogo>

For questions and clarifications, please contact the NQMS Secretariat or the Bureau of Human Resource and Organizational Development – Organization Effectiveness Division (BHROD-OED) through telephone at (02) 8633-5375 or email at nqmssupport@deped.gov.ph.

[BHROD-OED/Lipit]