



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

September 02, 2024

REGIONAL MEMORANDUM

No. **1014** s. 2024

**REITERARION OF THE FY 2024 OPDNTP PROGRAM SUPPORT FUND
ALLOCATION, UTILIZATION, AND MONITORING GUIDELINES**

To: Schools Division Superintendents
School Governance & Operations Division Chiefs
All Others Concerned

1. Inference to Memorandum DM-OUHROD-2024-1500 from Wilfredo E. Cabral, Officer-in-Charge of the Office of the Undersecretary for Human Resource and Organizational Development, dated August 06, 2024, informing downloading of FY 2024 Professional Development for Non-Teaching Personnel (OPDNTP) Program Support Fund allocations to Region and Schools Division Offices (SDOs).
2. The breakdown of allocations per SDO for the aforementioned Program Support Fund (PSF) is detailed in the attached table. These funds are intended for the Learning and Development (L&D) interventions of non-teaching personnel and newly hired office personnel, as outlined in the approved Office L&D Plan.
3. Additionally, SDOs are requested to update the utilization and monitoring tool using the link provided at <https://tinyurl.com/FY2024OPDNTPPSF> and upload the signed and scanned copy of the Activity Documentation Report for the conducted activities to the Google Drive link provided at <https://tinyurl.com/OPDNTPadrs>.
4. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director

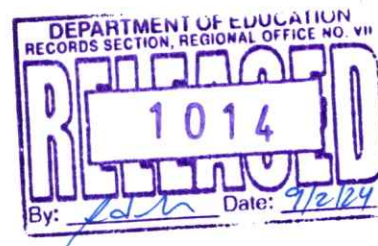
Enclosures: None

References: None

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

CAPACITY BUILDING OFFICE PERSONNEL

HRRD-TJCP



**DETAILED BREAKDOWN OF FY 2024 OPDNTF PSF FOR
SCHOOLS DIVISION OFFICES**

Division Office	Profile of Participants	Number of Target Participants	Allocation
Baybay City	Newly-Hired Non-Teaching Personnel	30	49,728.00
	Non-Teaching Professionals	12	39,783.00
Biliran	Newly-Hired Non-Teaching Personnel	50	82,880.00
	Non-Teaching Professionals	12	39,783.00
Borongan City	Newly-Hired Non-Teaching Personnel	34	56,359.00
	Non-Teaching Professionals	12	39,783.00
Calbayog City	Newly-Hired Non-Teaching Personnel	83	137,581.00
	Non-Teaching Professionals	13	43,098.00
Catbalogan City	Newly-Hired Non-Teaching Personnel	20	33,152.00
	Non-Teaching Professionals	12	39,783.00
Eastern Samar	Newly-Hired Non-Teaching Personnel	125	207,201.00
	Non-Teaching Professionals	53	175,706.00
Leyte	Newly-Hired Non-Teaching Personnel	200	331,521.00
	Non-Teaching Professionals	66	218,804.00
Maasin City	Newly-Hired Non-Teaching Personnel	52	86,195.00
	Non-Teaching Professionals	16	53,043.00
Northern Samar	Newly-Hired Non-Teaching Personnel	58	96,141.00
	Non-Teaching Professionals	25	82,880.00
Ormoc City	Newly-Hired Non-Teaching Personnel	50	82,880.00
	Non-Teaching Professionals	12	39,783.00
Samar	Newly-Hired Non-Teaching Personnel	70	116,032.00
	Non-Teaching Professionals	12	39,783.00
Southern Leyte	Newly-Hired Non-Teaching Personnel	100	165,760.00
	Non-Teaching Professionals	12	39,783.00
Tacloban City	Newly-Hired Non-Teaching Personnel	50	82,880.00
	Non-Teaching Professionals	12	39,783.00
Total			2,420,105.00