



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

January 13, 2025

REGIONAL MEMORANDUM

No. **045** s. 2025

HUMAN RESOURCE DEVELOPMENT PLANNING CONFERENCE

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

1. This Office, through the Human Resource Development Division (HRDD), announces the conduct of the Human Resource Development (HRD) Planning Conference on **February 5-7, 2025** at a venue to be announced on a separate issuance.

2. This activity aims to:
- discuss the RO and SDO Learning and Development (L&D) Needs Assessment Report; and
 - prepare the FY 2025-2027 RO and SDO L&D plan.

3. The participants to this activity are as follows:

Office/Position	Number of Pax
SDO	
SEPS	13
EPS II	12
RO	
Dr. Elena S. De Luna Dr. Harvie D. Villamor Clark Dave P. Arante Ted Juan C. Peleño	(4)
HRDD/NEAPR Staff	1

4. Meals and accommodation of the participants shall be charged against the HRD funds while travel expenses shall be against their respective MOOE or HRD funds, subject to the usual accounting and auditing guidelines.

5. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III

Regional Director

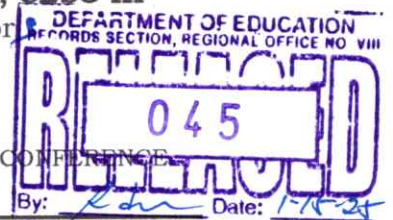
Enclosures: As stated

References: As stated

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

HUMAN RESOURCE DEVELOPMENT PERSONNEL

PLANNING CONFERENCE



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NEAPR-CDPA

Enclosure 1 of Regional Memorandum No 045, series of 2025

HUMAN RESOURCE DEVELOPMENT PLANNING CONFERENCE

February 5-7, 2025

Venue: TBD


ACTIVITY MATRIX

Day/ Time	December 4	December 5	December 6
8:30a.m. - 9:00a.m.	Travel Time	Preliminaries	Preliminaries
9:00a.m. - 12:00p.m.		Workshop on the crafting of the FY 2025-2027 Office L&D Plan	Presentation of the Competency-based HRD Plan for Teachers and School Leaders
12:00p.m. - 1:00p.m.		Lunch	Lunch
1:00p.m. - 2:00p.m.	Arrival of Participants and Opening Program	Presentation of the FY 2025-2027 Office L&D Plan	Ways Forward Closing Program
2:00p.m. - 5:00p.m.	Presentation of the Learning and Development (L&D) Needs Assessment Report	Crafting of the Competency-based HRD Plan for Teachers and School Leaders	Home Bound

Prepared by:


CLARK DAVE P. ARANTE
SEPS

Noted by:


ELENA S. DE LUNA PhD
NEAP-RVIII Head
Assistant Schools Division Superintendent