



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

January 30, 2025

**REGIONAL MEMORANDUM**

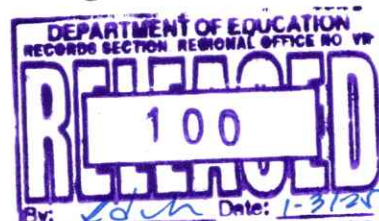
No. **100** s. 2025

**UPDATES ON THE CONDUCT OF THE HUMAN RESOURCE  
DEVELOPMENT PLANNING CONFERENCE**

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

1. With reference to Regional Memorandum No. 45, s.2025, this Office, through the National Educators Academy of the Philippines – Region VIII (NEAP-RVIII), informs the field of the following changes on the conduct of the Human Resource Development (HRD) Planning Conference:
  - a. the activity shall be conducted on **February 5-6, 2025** instead of February 5-7, 2025;
  - b. the modality shall be **online synchronous**; and
  - c. participants shall include also SGOD EPS, aside from the HRDS- SEPS and EPS II.
4. Attached is the updated Activity Matrix.
5. Meeting link shall be sent via email or through the HRD social media platform.
6. All other provisions of the abovementioned issuance shall remain in force and in effect.
7. 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

PLANNING CONFERENCE

NEAPR-CDPA

Enclosure 1 of Regional Memorandum No 100, series of 2025

**HUMAN RESOURCE DEVELOPMENT PLANNING CONFERENCE**

February 5-6, 2025

**Via MS Teams**

ACTIVITY MATRIX

Day/ Time	February 5	February 6
9:00a.m. -9:20a.m.	Opening Program	Preliminaries
9:20a.m. – 11:00p.m.	Presentation of the Learning and Development (L&D) Needs Assessment Report and HRD Program Overview	Presentation of the FY 2025-2027 Office L&D Plan
12:00p.m. – 1:00p.m.	Lunch	Lunch
1:00p.m. – 3:00p.m.	Crafting of the FY 2025-2027 Office L&D Plan and Competency-based HRD Plan for Teachers and School Leaders	Presentation of the Competency-based HRD Plan for Teachers and School Leaders
3:00p.m. – 4:00p.m.		Ways Forward Closing Program

Prepared by:

  
**CLARK DAVE P. ARANTE**  
SEPS

Noted by:

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