

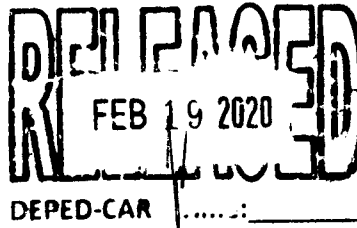


Republic of the Philippines  
DEPARTMENT OF EDUCATION  
CORDILLERA ADMINISTRATIVE REGION  
Wangal, La Trinidad, Benguet

February 17, 2020

REGIONAL MEMORANDUM

No. 053.2020




**PLANNING-WORKSHOP FOR THE 2021-2023 HRMD PLAN AND REVIEW AND  
ENHANCEMENT OF HUMAN RESOURCE POLICIES**

TO : Schools Division Superintendents  
Chiefs of RO Functional Divisions  
All others concerned

1. The Regional Office through the Human Resource Development Division (HRDD) shall conduct a three (3) day Planning-workshop for the formulation and finalization of the HRMD Plan for 2021-2023 and likewise review and evaluate the implementation of the 2018-2020 Unified HRMD Plan and other HR Policies at the SNC Hall, Wangal, La Trinidad, Benguet on February 26-28, 2020.
2. The Human Resource Management Development (HRMD) Plan is formulated to serve as a tool for identification of learning needs and development of intervention programs to address the challenges faced by every employee in the agency in terms of competencies and human resource system in order to perform effectively and efficiently.
3. The objectives of the activity are the following:
  - a) Assess and evaluate the implementation of the 2018-2020 Unified HRMD Plan
  - b) Formulate/enhance the three (3) year HRMD Plan (2021-2023) and the NEAP Business Plan for Calendar year 2021
  - c) Review and enhance the Service with Honor & Integrity-Awards & Incentive (SHINE) DepEd-CAR existing policies and guidelines.
4. The participants to the activity are as follows:

Participants	No. of Pax
SDOs (SDS/ASDS, SGOD/CID Chief, HRMO, HR-SEPS & EPS II, Teacher & School Head representatives) Seven (7) pax per SDO	56
RD & ARD	2
RO SHINE DepEd-CAR Committee/Chiefs of Functional Divisions and Secretariat	14
<b>Total</b>	<b>72</b>

5. Participants are requested to bring the following data/information for the presentation and workshop:
  - a). Accomplishment report for the implementation of the 2018-2019 HRMD Plan
  - b). Summary of Training Needs Assessment/IPDP/HRMD tools and other data needed for the crafting/formulation of the 2021-2023 HRMD Plan
  - c). Laptop for the workshop
6. Please confirm your attendance to the said activity through online registration at the link: <https://tinyurl.com/RHRMDplanning> on or before **February 21, 2020**.
7. Lodging, meals and snacks of participants shall be charged to Regional Office funds while other incidental expenses of the participants relative to their attendance to the activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations. First meal will be dinner on February 25, 2020 while last meal will be PM snacks on February 28, 2020. Check in time of participants starts at 2PM on February 25, 2020 while check out time is 12NN of February 28, 2020.
8. Immediate dissemination of this memorandum to all concerned is enjoined.

  
**MAY B. ECLAR, PhD.,CESO V**  
Regional Director