



Republic of the Philippines
Department of Education
Cordillera Administrative Region

29 June 2023

REGIONAL MEMORANDUM

No. _____

**REITERATION OF ISSUANCES RELATED TO THE UTILIZATION OF HUMAN
RESOURCE DEVELOPMENT (HRD) FUNDS**

To: All Schools Division Superintendents

1. This Office, through the Human Resource Development Division (HRDD), reiterates the provisions in DM-OUHROD-2023-0851 (List of Priority Professional Development Programs for Teachers and School Leaders with Activities to be charged against HRD Funds in Ros and SDOs); DM-OUHROD-2023-0354 (Utilization of the 2022 Continuing HRD Funds, 2023 Program Support Fund in ROS and SDOs, and INSET Funds) and DM 012, s. 2023 (Moratorium on the Implementation of DO 001, s. 2020 (Guidelines for NEAP Recognition of Professional Development Programs and Courses for Teachers and School Leaders) on authorized activities charged against HRD Funds.
2. Relative thereto, the Schools Division Offices (SDOs) shall ensure that the utilization of the FY 2023 Program Support Fund, and INSET Funds is aligned with priority programs of the Curriculum and Teaching (CT) Strand anchored on the MATATAG Education Agenda and Basic Education Development Plan (BEDP) guided with the abovementioned CO issued memoranda (Enclosure 1), viz:
 - a. Higher Order Thinking Skills Professional Learning Packages for Mathematics, Science and English Teachers;
 - b. Creative Pedagogies/ Instructional Leadership Training on Literacy and Numeracy for K to 3;
 - c. NQESH Categories B and C;
 - d. Other Curriculum Strand PD Programs; and
 - e. NEAP RO existing PD Programs aligned with the MATATAG Agenda and CT Strand programs.
3. Each SDO, through the HRDS, is likewise required to submit its Quarterly Financial and Physical update via <https://tinyurl.com/PDcar2023>
4. For inquiries and clarifications, please contact the HRDD through Chief Education Supervisor Jennifer Ande at 09190073814.
5. Immediate and widest dissemination of this Memorandum is directed.

ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/ Regional Director

For the Regional Director:


RONALD B. CASTILLO, CESO V
Director III/ Assistant Regional Director

NEAPCAR/JPA/bl





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Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2023-0851

TO : Regional Directors
HRDD Chiefs
NEAP – R Focal Persons
Schools Division Superintendents
All Others Concerned

FROM : 
GLORIA JUMAMIL-MERCADO
Undersecretary for Human Resource and Organizational Development

SUBJECT : **List of Priority Professional Development (PD) Programs for Teachers and School Leaders with Activities to be charged against HRD Funds in ROs and SDOs**

DATE : June 22, 2023

1. This has reference to DepEd Memorandum No. 12, s. 2023 or the Moratorium on the Implementation of DepEd Order 001, s. 2020 (Guidelines for NEAP Recognition of Professional Development Programs and Courses for Teachers and School Leaders) and agreements between the National Educators Academy of the Philippines (NEAP) and the Curriculum and Teaching (CT) Strand during the Alignment and Planning Workshop held in NEAP-NCR on May 29-June 02, 2023.
2. The moratorium underscores the commitment of the Department to align its programs, projects, and activities to the MATATAG Agenda, which envisions implementing resilient reforms in the curriculum implementation, quality basic education services, maximum provision of education facilities, protection of learner well-being, and development of teacher support programs.
3. **During the moratorium, the NEAP-RO/HRDD/SGOD, in coordination with CLMD/CID, shall prioritize the implementation of CT Strand and NEAP Professional Development (PD) programs chargeable to the 2023 Continuing and Current Funds, specifically to the Program Support Funds (PSF) and INSET Funds, viz:**

Program/Activities	Target Participants (School Leaders/Teaching-related, Teachers)	Target Date of Conduct	Remarks
A. Higher Order Thinking Skills Professional Learning Packages (HOTS-PLPs) for Mathematics, Science, and English Teachers			

Program/Activities	Target Participants (School Leaders/Teaching-related, Teachers)	Target Date of Conduct	Remarks
1. Conduct of National Training of Trainers (NTOT)	School Leaders/Teaching-related	June to July 2023	To be conducted and funded by NEAP Central Office
2. Conduct of Regional Training of Trainers (RTOT)	School Leaders/Teaching-related	July 2023	To be conducted and funded by Regional Offices
3. Conduct of Training of Teachers (TOT)/Division Roll Out	Grade 7-10 Teachers	<ul style="list-style-type: none"> • Grade 9 & 10 SY 2022-2023 Yearend-Break • Grade 7 & 8 SY 2023-2024 Midterm Break 	To be conducted and funded by Schools Division Offices
4. Conduct of INSET/LAC Sessions	Grade 7-10 Teachers	SY 2023 - 2024	To be conducted by Public Schools
B. Creative Pedagogies/ILT on Literacy and Numeracy – K to 3 (Division Roll-out for School Heads)			
1. Orientation of Regional Core Team and National Trainers (Virtual/Online)	School Leaders/Teaching-related	July 2023	To be conducted and funded by NEAP Central Office
2. Conduct of Regional Training of Trainers (RTOT)	School Leaders/Teaching-related	July - August 2023	To be conducted and funded by Regional Offices
3. TA Sessions (National Trainers) - (Virtual/Online)	School Leaders/Teaching-related	August 2023	To be conducted and funded by ABC+
4. Division Roll Out/Conduct of Instructional Leadership Training	School Leaders/Teaching-related	September - October 2023	To be conducted and funded by Schools Division Offices

Program/Activities	Target Participants (School Leaders/Teaching-related, Teachers)	Target Date of Conduct	Remarks
5. Progress Monitoring and Technical Assistance	School Leaders/Teaching-related	September to December 2023	To be conducted and funded by NEAP Central Office
6. Learning Conference	School Leaders/Teaching-related	January 2024	To be conducted and funded by NEAP Central Office
C. NQESH Categories B and C			
1. Development of Training Program for NQESH Category B and C School Heads	School Leaders/Teaching-related	August to October (first week) 2023	To be conducted and funded by NEAP Central Office and RO
2. Conduct of Orientation	School Leaders/Teaching-related	October (third week) 2023	To be conducted and funded by RO
3. Conduct of training for NQESH Category B and C School Heads	School Leaders/Teaching-related	October to December 2023	To be conducted and funded by SDO
D. Other Curriculum Strand PD Programs			
<ul style="list-style-type: none"> ● Central Office - CT Strand cascaded programs ● National Reading Program ● National Mathematics Program ● RO/SDO existing programs on ELLN 	School Leaders/Teaching-related/Teachers	In coordination with CLMD (Region Activities)/CID (Division Activities)	To be conducted and funded by RO/SDO
E. NEAP RO Existing PD Programs aligned with the MATATAG agenda and CT Strand PD Program	School Leaders/Teaching-related/Teachers	c/o NEAP-R/HRDD	To be conducted and funded by RO

4. To ensure the effective and efficient implementation of these priority programs, NEAP ROs are directed to conduct a midyear Program Implementation Review (PIR) for FY 2023, which shall include a Program Planning Workshop charged to their HRD Funds.

5. In addition, the Regional and Schools Division implementing offices charging to the HRD Funds shall adjust their Work and Financial Plans/ Program Plans based on these priority programs through their respective Program Management Information System (PMIS).
6. On the other hand, this Office would like to reiterate the use of NEAP Training Facilities as one of the DepEd training venues for workshops, seminars, training, conferences, and other official activities organized and conducted by DepEd to ensure adequate but reasonably priced services and amenities in accordance with DepEd Order no. 043, s. 2022 or the Omnibus Travel Guidelines for All Personnel of the Department of Education. If the above facilities are not available on the basis of certification of the authorized official from these venues, the selection of other venues and facilities shall adhere to existing policies and guidelines on procurement.
7. For more information, please contact the National Educators Academy of the Philippines (NEAP), Second Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City, through email at neap.od@deped.gov.ph cc: eric.sarmiento003@deped.gov.ph or via telefax number (02) 8638-8638.
8. Immediate dissemination of and strict compliance with this issuance is directed.

Copy Furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations



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Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

#484728

MEMORANDUM
DM-OUHROD-2023-0354

TO : **Regional Directors**
HRDD Chiefs
NEAP - R Focal Persons
Schools Division Superintendents
All Others Concerned

FROM :  **GLORIA JUMAMIL-MERCADO**
Undersecretary for Human Resource and Organizational Development

SUBJECT : **Utilization of the 2022 Continuing HRD Funds, 2023 Program Support Fund in ROs and SDOs, and INSET Funds**

DATE : March 08, 2023

1. In accordance with the DepEd Order 030, s. 2021 or the *Multi-Year Implementing Guidelines on the Allocation and Utilization of the Human Resource Development Fund for Teachers and School Leaders*, the National Educators Academy of the Philippines (NEAP) has been allocating Human Resource Development (HRD) Funds to support the implementation of initiatives relative to the continuing professional development of public school teachers and school leaders.
2. The HRD fund is composed of (1) Central Office-Managed Funds; (2) Program Support Funds (PSF); and, (3) In-Service Training (INSET) Funds. For FY 2022, NEAP has guaranteed the allocation of the three HRD funds components with the PSF and the INSET funds both directly released by the Department of Budget and Management (DBM) to the respective DepEd field offices.
3. Based on the FY 2022 Budget Utilization Report from the DepEd Central Office Finance Service as of December 31, 2022, there is **P312,815,051.16** unobligated fund [Enclosure 1] from the DepEd field offices that can be utilized until December 31, 2023.
4. **In relation to this, DepEd field offices are hereby directed to submit a written explanation for the said unobligated funds on or before March 16, 2023, and shall be consolidated by the Regional Offices (ROs) and be submitted to the NEAP Central Office through this link: t.ly/9yiN.**
5. In addition, the moratorium on the utilization of FY 2023 PSF [Enclosure 2], is hereby lifted. As such, a set of guidelines (Enclosure 3) is issued to assist the Field Offices on the utilization of the FY 2022 Continuing Funds and 2023 PSF.

Enclosure 3

Utilization of FY 2022 Continuing Funds, Program Support Funds (PSF), and INSET Funds

1. Consistent with the Basic Education Development Plan (BEDP) 2030 and MATATAG Education Agenda from 2023 to 2028 which aims to achieve the following:
 - a. **MA** - Make the curriculum relevant to produce competent, job-ready, active, learners and responsible citizens;
 - b. **TA** - Take steps to accelerate the delivery of basic education facilities and services;
 - c. **TA** - Take good care of learners by promoting learners' well-being, inclusive education, and a positive learning environment; and,
 - d. **G** - Give support to teachers to teach better.

The field offices shall ensure that the utilization of the 2022 Continuing Fund, FY 2023 PSF, and INSET Funds is aligned with the priority programs of the Curriculum and Teaching (CT) Strand anchored on the above-mentioned Agenda.

2. Process of the Utilization of Continuing Funds, FY 2023 PSF, and INSET Funds

a. *Utilization of FY 2022 Continuing Funds and FY 2023 PSF*

- i. The NEAP-RO/HRDD/SGOD, in coordination with CLMD/CID, shall prioritize the implementation of the CT Strand PD Programs, such as but not limited to Learning Camp for Math, Science, and English (Grades 8 and 9), K to 12 Curriculum, National Reading Program (NRP), and NEAP-related PD Programs/Activities chargeable against HRD Funds subject to the Interim PD standards to be issued by NEAP in a separate memorandum.

b. *Utilization of FY 2023 INSET Funds*


- i. Per agreement with the CT Strand, NEAP-RO/HRDD/SGOD, in coordination with CLMD/CID, shall utilize their INSET Funds for PD Programs such as but not limited to:
 - a) Learning Action Cell (LAC) on National Learning Camp for Grades 8 & 9 English, Science and Math Teachers;
 - b) High Order Thinking Skills (HOTS) for Grades 7 to 10 English, Science, and Mathematics Teachers;
 - c) Literacy and Numeracy Trainings for Kinder to Grade 12 teachers; and
 - d) Domain 1 - Content Knowledge and Pedagogy training for Grades 7 to 12 teachers of other learning areas.
- c. The Regional Directors & SDSs shall ensure that the HRD funds are judiciously utilized.



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OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2023-025

TO : **Regional Directors**
HRDD Chiefs
NEAP-R Focal Persons
Schools Division Superintendents
All Others Concerned

FROM : 
GLORIA J. MAMIL-MERCADO
Undersecretary for Human Resource and Organizational Development

SUBJECT : **Addendum to the DepEd Memorandum No. DM-OUHROD-2023-0354 regarding the Utilization of the FY 2022 Continuing HRD Funds, 2023 Program Support Fund in ROs and SDOs, and INSET Funds**

DATE : April 17, 2023

With reference to DepEd Memorandum No. DM-OUHROD-2023-0354 titled *Utilization of FY 2022 Continuing HRD Funds, FY 2023 Program Support Fund for ROs and SDOs, and INSET Funds*, the Office of the Undersecretary for Human Resource and Organizational Development (OUHROD), through the National Educators Academy of the Philippines (NEAP), provides additional details on the said Memorandum, viz:

1. Based on the FY 2023 General Appropriations Act (GAA), the appropriation of INSET shall include special training for teachers who are chosen to teach-age and develop-appropriate reproductive health and HIV and AIDS education under Section 14 of R.A. 10354 (The Responsible Parenthood and Reproductive Health Act of 2012) and Section 12 of R.A. 11166 (Philippine HIV and AIDS Policy Act).

In relation to this, the training of teachers on **Comprehensive Sexuality Education** that will be cascaded by the DepEd Central Office shall be charged to the Schools Division's INSET Funds.

2. Furthermore, this Office would like to reiterate the use of NEAP Training Facilities as one of the DepEd training venues for workshops, seminars, trainings, conferences, and other official activities organized and conducted by DepEd to ensure adequate but reasonably priced services and amenities in accordance with DepEd Order no. 043, s. 2022 or the Omnibus Travel Guidelines for All Personnel of the Department of Education.

If the above facilities are not available on the basis of certification of the authorized official from these venues, the selection of other venues and facilities shall adhere to existing policies and guidelines on procurement.

3. Reporting

- d. The NEAP-RO/HRDD/SGOD shall prepare and upload their physical and financial reports to the Program Management Information System (PMIS) as indicated in DepEd Order No. 011, s. 2021, "Guidelines on the Operationalization of PMIS".
- e. The NEAP-RO/HRDD/SGOD are likewise required to submit their Quarterly Financial and Physical Accomplishment Reports through the following links:

Region	Link
1	t.ly/xH2RF
2	t.ly/CLke
3	t.ly/Lg8j
4a	t.ly/yXYy
4b	t.ly/lmQ9
5	t.ly/ZeF1
6	t.ly/E89X0
7	t.ly/KCdz
8	t.ly/83KD
9	t.ly/8pzg
10	t.ly/KVCR
11	t.ly/jn5
12	t.ly/qG-x
CARAGA	t.ly/l-iU
CAR	t.ly/5rJN
NCR	t.ly/AX-Nd

4. In light of the recently issued DepEd Memorandum No. 12, series of 2023 or the Moratorium on the Implementation of DO 001, s. 2020, the availment of the PSF Funds through the NEAP Recognition process is temporarily suspended, until such time that NEAP issues new directions and policies related to DepEd Professional Development System.

5. Meanwhile, PD programs with funds obligated need not be realigned or re-programmed.

3. For more information and clarifications, please contact the National Educators Academy of the Philippines (NEAP), Second Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City, through email at neap.od@deped.gov.ph or via telefax number (02) 8638-8638.
4. Immediate dissemination of and strict compliance with this issuance is directed.

References:

- a. *FY 2023 General Appropriations Act*
- b. *DepEd Order No. 0-13, 2022 - Omnibus Travel Guidelines for All Personnel of the Department of Education*

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Republic of the Philippines
Department of Education

MAR 02 2023

DepEd MEMORANDUM
No. **012**, s. 2023

MORATORIUM ON THE IMPLEMENTATION OF DEPED ORDER NO. 001, s. 2020
(Guidelines for NEAP Recognition of Professional Development Programs
and Courses for Teachers and School Leaders)

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
All Others Concerned

1. With reference to the ongoing review of the existing systems and processes to streamline and strengthen professional development (PD) programs and courses for teachers and school leaders, the implementation of the **Guidelines for National Educators Academy of the Philippines (NEAP) Recognition of Professional Development Programs and Courses for Teachers and School Leaders** pursuant to DepEd Order (DO) No. 001, s. 2020 shall be held in abeyance.
2. This moratorium is issued in line with the new directions of this administration through the MATATAG Agenda which envisions to implement resilient reforms in the curriculum implementation, quality basic education services, maximum provision of education facilities, protection of learner well-being, and development of teacher support programs.
3. During this period, the Department of Education (DepEd) Service Providers shall prioritize the implementation of the Curriculum and Teaching strand PD programs such as but not limited to K-12 Curriculum, Learning Camp for Math, Science, and English (Grades 7 and 8), National Literacies Program, and other NEAP-related PD Programs/Activities chargeable to Human Resource Development (HRD) Funds, subject to the Interim PD standards to be issued by NEAP in a separate memorandum.
4. In relation to this, the availment of the HRD Fund through the NEAP Recognition process in accordance to DO 030, s. 2021 or the **Multiyear Implementing Guidelines on the Allocation and Utilization of the Human Resource Development Fund for Teachers and School Leaders** shall also be held in abeyance until such time that NEAP issues new directions and policies related to DepEd Professional Development System.
5. Learning Service Providers authorized by NEAP may continue to offer their PD programs and courses, subject to the voluntary participation of teachers and school leaders.
6. This moratorium shall remain in effect until it has been lifted by any appropriate issuances.

