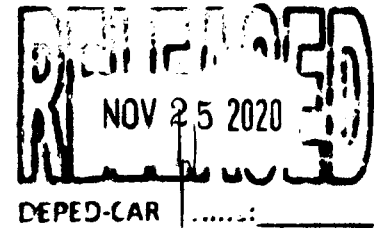




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



November 24, 2020

REGIONAL MEMORANDUM
No. 380-2020

**YEAR-END REVIEW AND PERFORMANCE ASSESSMENT OF HUMAN
RESOURCE DEVELOPMENT DIVISION (HRDD) OF THE REGIONAL
OFFICE (RO) AND SCHOOLS DIVISION OFFICES (SDOs)**

TO: Assistant Regional Director
Regional Office Division Chiefs
Schools Division Superintendents
All Others Concerned

1. Relative to the need to continuously and systematically assess the progress of the implementation of Human Resource Development Division (HRDD) programs and projects to determine when the program is flowing in a way it was planned and when changes may be needed, the virtual year-end review and performance assessment of the Human Resource Development Division (HRDD) of both the Regional Office (RO) and the Schools Division Offices (SDOs) will be conducted on November 26-27, 2020 at 8:30 AM- 12:00 PM.
2. The activity is geared toward the following objectives, to wit:
 - a. Get updates per SDOs through presentation of periodic accomplishment aligned with the Basic Education Regional Learning Continuity Plan (BERLCOP), HRMD Plan and LDM Course I & 2.
 - b. Maintain open communication channels with the different SDO- HRDD throughout the year to ensure that performance is meeting expectations during the year and to keep every SDOs on target.
 - c. Provide continuing technical assistance to SDOs in enhancing perceived performance throughout the year and bring to light issues that may contribute to or distract the division from achieving optimal performance.
 - d. Synchronize Learning and Development (L&D) activities per SDOs and align these to regional targets.

HRDD/JPA/SILD




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3. Participants to this two-day activity are RO HRDD personnel, Division HRD Senior Education Program Specialist (SEPS) and Education Program Specialist (EPS) per division. However, the SEPS and EPS of the Division Monitoring and Evaluation Unit are enjoined to attend the second day of the virtual conference.
4. Participants are also advised to log in through the link <https://meet.google.com/tdc-ierm-rar> thirty minutes before the call time.
5. Each SDO shall be given fifteen (15) minutes to present their respective accomplishments through power point presentation. For uniformity of presentations, please refer to the attached guide questions in Enclosure 2.
6. For clarifications, please contact Chief Jennifer P. Ande or EPS Sasha Joseph L. Daganos of the Human Resource Development Division (HRDD) through mobile nos. 09190073814 and 09612499088, respectively.
7. Immediate dissemination and strict compliance to this memorandum is directed.


ESTELA L. CARIÑO EdD, CESQ IV
Director IV/Regional Director 

Enclosure I.

VIRTUAL CONFERENCE MATRIX

Time	Session Title	Speaker/Facilitator/ Person –In Charge	Remarks
DAY 1-November 26, 2020			
7:30-8:30	Registration of Participants	RO Training Team	
8:30-9:00	Opening Program	C/O RO Training Team	
	National Anthem		
	Prayer		
	Cordillera Hymn		
	Statement of Purpose	JENNIFER P. ANDE PHD CHIEF, HRDD	
	Presentation of Participants	Sasha Joseph L. Daganos EPS-HRDD	
	Welcome Remarks	FLORANTE VERGARA PHD ASST. REGIONAL DIRECTOR	
	Message	ESTELA L. CARINO EdD, CESO IV REGIONAL DIRECTOR	
	Webinar Rules	C/O RO Training Team	
9:00-9:15	Presentation of SDO Accomplishment Report	SDO Abra	
9:15-9:30	Presentation of SDO Accomplishment Report	SDO Apayao	
9:30-9:45	Presentation of SDO Accomplishment Report	SDO Baguio Baguio City	
9:45- 10:00	Presentation of SDO Accomplishment Report	SDO Benguet	
10:00-10:15	Health Break		
10:15-10:30	Presentation of SDO Accomplishment Report	SDO-Ifugao	
10:30-10:45	Presentation of SDO Accomplishment Report	SDO-Kalinga	
10:45-11:00	Presentation of SDO Accomplishment Report	SDO-Mt. Province	
11:00- 11:15	Presentation of SDO Accomplishment Report	SDO-Tabuk City	
11:15-12:00	Open Forum/Clearing House	C/O Chief Jennifer P. Ande	
DAY 2-November 27, 2020			
8:30-9:00	MOL		
9:15-10:00	Implementation of Learning Delivery Modality (LDM)	Dexter B. Andres Senior Education Program Specialist	
10:00-10:15	Health Break		
10:15-11:15	Implementation of Learning Delivery Modality (LDM) (Continuation)		
10:45-11:15	Open Forum/Clearing House	C/O Chief Jennifer P. Ande	
11:15- 12:00	Closing Program	C/O RO Training Team	

Enclosure 2. Guide Questions for the Presentation of SDO Accomplishments

1. What are the activities implemented aligned with the Basic Education Regional Learning Continuity Plan (BERLCOP), HRMD Plan and LDM Course I & 2?
2. What are the strength and areas for improvement on the implementation HRDDs programs, projects and activities?
3. What are the challenges encountered and resolutions provided on the implementation HRDDs programs, projects and activities?
4. What are your ways forward? Give suggestions or interventions to improve delivery of HRDD programs, projects and activities.