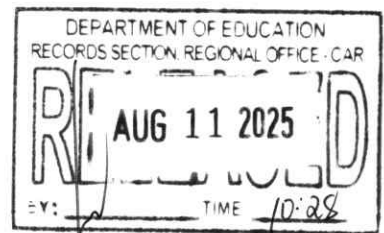




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



07 August 2025

REGIONAL MEMORANDUM

No. **576.2025**

**MONTHLY MONITORING AND SUBMISSION OF THE HUMAN RESOURCE
DEVELOPMENT (HRD) FUND UTILIZATION REPORT**



To: Assistant Regional Director
All Schools Division Superintendents
All Others Concerned

1. Pursuant to DM-OULS-2025-030, titled *Monthly Monitoring of the HRD Fund Utilization Report* and in addition to RM No. 573, s. 2025 (*Utilization of an Online System for Monitoring and Reporting PD Activities*), this Office requests the submission of the **HRD Fund Utilization Report** as of July 31, 2025, following the prescribed monthly schedule.
2. This summary reporting mechanism aims to enable real-time tracking of the obligation and disbursement rates per SDO. The reporting link shall be accessed via **tinyurl.com/HRDFundMonthlyReport** which is also included under the Monitoring page of the HRDD CAR PD iHub **tinyurl.com/PDihub**, tagged as HRD Fund Monitoring.
3. The data to be entered shall include the Continuing Fund for FY 2024 and the Current Fund for FY 2025, covering allotment, obligation, and disbursement.
4. The SDO-School Governance and Operations Division (SGOD)-Human Resource Development Section (HRDS) Senior Education Program Specialist (SEPS) shall coordinate with the respective Accounting and Budget Sections to obtain the required data and encode it in the provided link before the tenth day of each month, with the first submission due **on August 11, 2025**.
5. For queries and clarifications, please contact the Human Resource Development Division through Rosita C. Agnasi, OIC-HRDD-NEAPR through the office email: car.neapr@deped.gov.ph.
6. Immediate and widest dissemination of this Memorandum is directed.


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

HRDD/RCA/DBA/ LbL - RM - HRD Fund Utilization Report
August 8, 2025



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