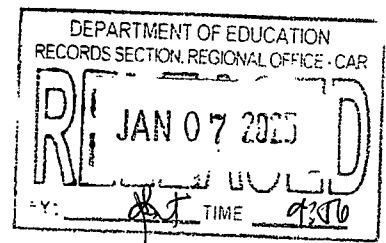




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION



03 January 2025

**REGIONAL MEMORANDUM**

No. 010-2025

**CONDUCT OF 2025 DEPED HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT (HROD) CONVENTION**


To: All Schools Division Superintendents  
All Others Concerned

1. Relative to DM-OUHROD-2025-001 (Annex 1) covering the **Conduct of 2025 HROD Convention on February 6-7, 2025** within the National Capital Region (NCR) at a specific venue to be announced later, this Office requires the confirmation of identified participants from the RO and SDOs through [bit.ly/HRODConv2025-Reg](https://bit.ly/HRODConv2025-Reg) **not later than January 6, 2025**.
2. The convention aims to achieve the following objectives:
  - a. emphasize the critical role of various key players in HROD in bringing about a transformative HR that sustains milestones, responds to challenges and advocates for reforms;
  - b. equip delegates with new knowledge and relevant skills that they can apply in their respective workplaces to provide responsive HR actions/ services; and
  - c. engage in benchmarking sessions with partners to learn from their HROD best practices.
3. Participants in this activity are the following:
  - a. Regional Director/ Assistant Regional Director;
  - b. Eight (8) Schools Division Superintendent (SDS)/ Assistant SDS;
  - c. RO HRDD and SDO SGOD Chief Education Supervisor;
  - d. RO Administrative Officer V (HRMO); and
  - e. Eight (8) SDO Administrative Officer IV (HRMO).
4. Travel, accommodation and other incidental expenses of the participants shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
5. For queries and clarifications, please contact the Human Resource Development Division through Rosita C. Agnasi, OIC-HRDD-NEAPR through the office email indicated above.
6. Immediate and widest dissemination of this Memorandum is directed.

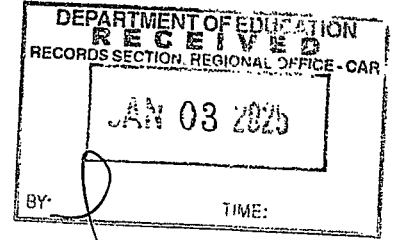
  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Director IV/ Regional Director

HRDD/RCA/ LbL – RM AI Immersion Day  
January 6, 2025



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Republika ng Pilipinas  
**Department of Education**  
 OFFICE OF THE UNDERSECRETARY  
 HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

**ADVISORY**  
 03 January 2025

1. This has reference to the **Invitation to the DepEd Human Resource and Organizational Development (HROD) Convention 2025** originally scheduled on 30-31 January 2025 within the National Capital Region (*disseminated through memorandum DM-OUHROD-2025-001 dated 02 January 2025*).
2. Please be advised that due to another equally important activity to be attended by the members of the DepEd Executive and Management Committees on said dates, **the schedule of the HROD Convention has been moved to 06-07 February 2025.**
3. Kindly refer to **Annex A** for the *List of Expected Delegates, Accommodation and Meals Arrangement*, and the *Indicative Program of Activities*.
4. A separate advisory on the exact venue and list of possible accommodation within NCR shall be issued once the venue is finalized.
5. For further questions and clarifications, please coordinate with the HROD Convention Secretariat through email [bhrod.od@deped.gov.ph](mailto:bhrod.od@deped.gov.ph) or landline (02) 8633-7237.
6. Please be guided accordingly.

  
**WILFREDO E. CABRAL**  
 Undersecretary for Human Resource and  
 Organizational Development

**Copy furnished:**  
 OFFICE OF THE SECRETARY

**Reference:**  
 DM-OUHROD-2025-001 titled *Invitation to the DepEd Human Resource and Organizational Development (HROD) Convention 2025 dated 02 January 2025*



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## Annex A (Updated)

### 2025 DepEd HROD Convention “All Hands-on Deck: Steering Workforce, Driving Transformation” 06-07 February 2025 | Within NCR

#### I. Executive Summary

The Department of Education (DepEd), through the Human Resource and Organizational Development (HROD) strand, will be conducting a national **HROD Convention** on **06-07 February 2025, within NCR**, with the theme “**All Hands on Deck: Steering Workforce, Driving Transformation.**”

The convention aims to highlight the importance of cooperation and collaboration among key players in HROD in achieving organizational goals. The convention shall feature speakers from other national government agencies, education development partners, and experts from the HROD field who will share their expertise through several plenary sessions and breakout sessions and provide the Department with the opportunity to benchmark existing systems and practices.

#### II. List of Expected Delegates

Office	Position	No. of Representatives
<b>Central Office</b>		
Office of the Undersecretaries		ALL Usec
Office of the Assistant Secretaries		ALL Asec
Office of the Bureau and Service Directors		ALL Directors
Bureau of Human Resource and Organizational Development		35
National Educators Academy of the Philippines		4
Technical Working Group		20
<b>Regional Office</b>		
Office of the Regional Director/Assistant Regional Director	Regional Director or Assistant Regional Director	1
Human Resource Development Division	Chief Education Program Supervisor	1
Administrative Division	Administrative Officer V (HRMO)	1
<b>Schools Division Office</b>		
Office of the Schools Division Superintendent/Assistant Schools Division Superintendent	Schools Division Superintendent or Assistant Schools Division Superintendent	1
School Governance and Operations Division	Chief Education Program Supervisor	1
Administrative Section	Administrative Officer IV (HRMO)	1

### III. Accommodation and Meals Arrangement

	Day 1	Day 2
Breakfast	c/o delegates	c/o delegates
AM Snacks	✓	✓
LUNCH	✓	✓
PM Snacks	✓	✓
Dinner	✓	

**Note:** Accommodation of delegates shall be charged against local funds. A list of possible accommodation shall be released once the venue is finalized.

### IV. Indicative Program of Activities

Time	Activity
<b>Day 1: 06 February 2025</b>	
7:00 AM-8:00 AM	Registration
8:30 AM-9:00 AM	Opening Ceremony
9:00 AM-10:00 AM	Keynote Speech and Solidarity Messages
10:00 AM-11:00 AM	Plenary No. 1
11:30 AM-1:30 PM	Lunch Break
1:30 AM-1:45 PM	Afternoon Program
1:45 PM-3:00 PM	Plenary No. 2
3:00 PM-4:30 PM	Round-Table Discussion: HROD Policies Breakout Sessions
4:30 PM-5:00 PM	Break
5:00 PM-7:00 PM	Solidarity Night
<b>Day 2: 07 February 2025</b>	
7:00 AM-9:00 AM	Registration
9:00 AM-9:30 AM	Morning Program
9:30 AM-10:30 AM	Plenary No. 3
10:30 AM-11:30 AM	Plenary No. 4
11:30 AM-1:30 PM	Lunch Break
1:30 AM-1:45 PM	Afternoon Program
1:45 PM-2:15 PM	Closing Plenary
2:15 PM-2:30 PM	Commitment Ceremony
2:30 PM-3:00 PM	Closing Program

**Note:** Specific topics for plenary sessions and sign-up form for breakout sessions shall be released separately.