



26821

Republic of the Philippines  
Department Of Education  
Region XI  
Schools Division of Panabo

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

SGOD-2025-0037

To : Assistant Schools Division Superintendent  
Chief of the Schools Governance and Operations Division  
Chief of the Curriculum Implementation Division  
Administrative Officer IV – HRMO  
All Concerned

Subject: **PARTICIPATION TO THE HROD CONVENTION 2025**

Date: January 27, 2025

Attached is Regional Memorandum HRDD-2025-008 entitled: **Participation to the HROD Convention 2025.**

With this, the following personnel are hereby directed to attend the said activity on **February 19-20, 2025, within Metro Manila**. Relevant details are found in the enclosure, and contents of which are self-explanatory.

| NO. | NAME OF PARTICIPANT   |
|-----|---|
| 1.  | JINKY B. FIRMAN CESO, PhD – SCHOOLS DIVISION SUPERINTENDENT |
| 2.  | AILENE B. AÑONUEVO PhD – CHIEF EDUCATION SUPERVISOR-SGOD    |
| 3.  | NEO CARLO R. MAGNO – ADMINISTRATIVE OFFICER IV - HRMO       |

Meals, board and lodging, travel expenses and other incidental expenses shall be chargeable against local funds/ Division MOOE, subject to the usual accounting and auditing rules and regulations.

For your information and guidance.

  
**JINKY B. FIRMAN PhD, CESO VI**  
Schools Division Superintendent

Enclosed: As stated.  
SGOD/ABA/HRTD/LSS

**RELEASED**



Schools Division Office of Panabo City  
City Hall Drive, Brgy. JP Laurel, Km 31, Panabo City  
Tel. Nos. (084)823 1469, (084) 628 4066  
Email: panabocity.division@deped.gov.ph

**JAN 28 2025**

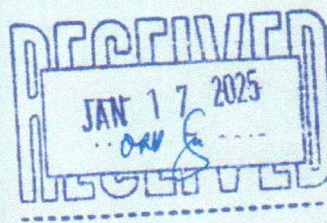
RECORDS SECTION SDO PANABO CITY  
BY 



RECORDS



Republic of the Philippines  
**Department of Education**  
DAVAO REGION



25-44260

January 17, 2025

REGIONAL MEMORANDUM  
HRDD-2025-010

PARTICIPATION TO THE HROD CONVENTION 2025

To: Assistant Regional Director  
Schools Division Superintendents

1. This has reference to RM-HRDD-2024-004 entitled Participation to the DepEd Human Resource and Organizational Development (HROD) Convention 2025 and Advisory dated January 15, 2025, be informed that the activity is rescheduled from February 6-7, 2025 to February 19-20, 2025 within Metro Manila. The list of participants and other relevant details are found in the enclosures.
2. The travel expenses and board and lodging of all delegates shall be charged to local funds, subject to existing budgeting, accounting, and auditing rules and regulations.
3. Immediate dissemination of this Memorandum is directed.

ALLAN G. FARNAZO  
Director IV

Encl.: As stated  
ROH3/glv

DEPARTMENT OF EDUCATION  
RECORDS SECTION  
**RELEASED**

By: [Signature] Date: Jan. 22, 2025  
Time: 44260



Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-1665; (082) 221-6147  
Email Address: region11@deped.gov.ph  
Website: www.depedroxi.ph







Republic of the Philippines  
**Department of Education**  
DAVAO REGION

**List of Participants to the HROD Convention 2025**

| No. | Name of Participants             | Position                            | Office               |
|-----|----------------------------------|-------------------------------------|----------------------|
| 1   | Allan G. Farnazo                 | Regional Director                   | RO XI                |
| 2   | Nelma Lyn R. Barnija             | Chief Education Supervisor          | RO XI-HRDD-RNEAP     |
| 3   | Agnes A. Sagsagat                | Administrative Officer V            | ROXI-AD              |
| 4   | Reynante A. Solitario, CESO V    | Schools Division Superintendent     | SDO-Davao City       |
| 5   | Maria Luz M. Tan                 | CES SGOD                            | SDO-Davao City       |
| 6   | Jocelyn Maguinsay                | AO IV                               | SDO-Davao City       |
| 7   | Phoebe Gay L. Refamonte, CESO VI | OIC-Schools Division Superintendent | SDO-Davao de Oro     |
| 8   | Ruben J. Reponte                 | CES-SGOD                            | SDO-Davao de Oro     |
| 9   | Luz E. Comonal                   | AO IV                               | SDO-Davao de Oro     |
| 10  | Reynaldo B. Mellorida            | Schools Division Superintendent     | SDO-Davao del Norte  |
| 11  | Janette G. Veloso                | ASDS/SGOD Chief                     | SDO-Davao del Norte  |
| 12  | Relyn B. Gallardo                | AO IV                               | SDO-Davao del Norte  |
| 13  | Lorenzo E. Mendoza               | Schools Division Superintendent     | SDO-Davao del Sur    |
| 14  | Marilyn V. Deduyo                | ASDS/SGOD Chief                     | SDO-Davao del Sur    |
| 15  | Yvette I. Lopez                  | AO IV                               | SDO-Davao del Sur    |
| 16  | Rommel R. Jandayan, CESO VI      | Schools Division Superintendent     | SDO-Davao Occidental |
| 17  | Jesus Q. Lascuña                 | CES SGOD                            | SDO-Davao Occidental |
| 18  | Molly Mae C. Gamba               | OIC- AO IV                          | SDO-Davao Occidental |
| 19  | Josephine L. Fadul               | Schools Division Superintendent     | SDO-Davao Oriental   |
| 20  | Emma O. Rabuya                   | Administrative Officer              | SDO-Davao Oriental   |
| 21  | Chona L. Rojas                   | Administrative Officer IV (HRMO)    | SDO-Davao Oriental   |
| 22  | Melanie P. Estacio               | Schools Division Superintendent     | SDO-Digos City       |
| 23  | Sollie B. Oliver                 | CES SGOD                            | SDO-Digos City       |
| 24  | Francis Jude D. Alcomendras      | AO IV                               | SDO-Digos City       |
| 25  | Nelson C. Lopez                  | Schools Division Superintendent     | SDO-IGACOS           |





Republic of the Philippines  
**Department of Education**  
DAVAO REGION

| No. | Name of Participants            | Position                           | Office          |
|-----|---------------------------------|------------------------------------|-----------------|
| 26  | Jay C. Nang                     | CES SGOD                           | SDO-IGACOS      |
| 27  | Joahnnna Chua                   | AO IV                              | SDO-IGACOS      |
| 28  | Winnie E. Batoon,<br>CESO V     | Schools Division<br>Superintendent | SDO-Mati City   |
| 29  | Jorlie S. Uy                    | CES SGOD                           | SDO-Mati City   |
| 30  | Aileen N. Dalagan               | AO IV                              | SDO-Mati City   |
| 31  | Jinky B. Firman PhD,<br>CESO VI | Schools Division<br>Superintendent | SDO-Panabo City |
| 32  | Ailene B. Anonuevo              | CES SGOD                           | SDO-Panabo City |
| 33  | Neo Carlo R. Magno              | AO IV                              | SDO-Panabo City |
| 34  | Alona C. Uy                     | Schools Division<br>Superintendent | SDO-Tagum City  |
| 35  | Josefina B. Palaca              | CES SGOD                           | SDO-Tagum City  |
| 36  | Sharmie H. Cuarte               | AO IV                              | SDO-Tagum City  |

Approved by:

**ALLAN G. FARNAZO**  
Director IV

Encl.: As stated  
ROH3/glv





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

DEPARTMENT OF EDUCATION (DOE)

RECEIVED

1-16-25  
Date 1-16-25  
144262  
J.S.B.

January 15, 2025

**ADVISORY**

**FINAL DATE FOR THE HUMAN RESOURCE AND  
ORGANIZATIONAL DEVELOPMENT CONVENTION 2025**

In reference to Memorandum DM-OUHROD-2025-001, titled, *Invitation to the DepEd Human Resource and Organizational Development Convention 2025*, please be informed that the event will take place on **February 19-20, 2025**, within **Metro Manila**.

To ensure the smooth conduct of the convention, All **Regional Office-HRDD Chiefs** are instructed to:

- ensure that all Regional and Schools Division Office delegates have registered in the online registration from through this link: [bit.ly/HRODConv2025-Reg](https://bit.ly/HRODConv2025-Reg).
- monitor the complete and accurate list of delegates through the following link: [bit.ly/HRODConv2025-Delegates](https://bit.ly/HRODConv2025-Delegates).
- submit a scanned PDF copy of the signed official list of delegates via [bit.ly/HRODConv2025-SubmitList](https://bit.ly/HRODConv2025-SubmitList).

The deadline for submission of the complete list of official delegates is on or before **20 January 2025**, to facilitate the finalization of logistical and administrative arrangements.

Further, please take note of the event attires:

- **Day 1 (February 19)** - Modern Filipiniana
- **Day 2 (February 20)** - HROD Convention Shirt/Jacket
- **Solidarity Night (February 19)** - To be announced via the Viber community group

Should there be questions/clarifications, please coordinate with Ms. Cecilia G. Tiamson or Ms. Hannah Caña of HROD Convention Secretariat through email [hrodconvention@deped.gov.ph](mailto:hrodconvention@deped.gov.ph) or at telephone number (02) 8633-5375.

For your information and appropriate action.

  
**WILFREDO B. CABRAL**

Undersecretary  
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



Address: Room 102 Rizal Bldg., DepEd Complex, Meralco Ave., Pasig City, Metro Manila  
Telephone Nos.: 8637-7206  
Email Address: [usec.hrod@deped.gov.ph](mailto:usec.hrod@deped.gov.ph)  
Website: <https://www.deped.gov.ph>






Republika ng Pilipinas  
**Department of Education**

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

**MEMORANDUM**  
**DM-OUHROD-2025-001**

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

FROM :  **WILFREDO E. CABRAL**  
*Undersecretary*  
*Human Resource and Organizational Development*

SUBJECT : **INVITATION TO THE DEPED HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT (HROD) CONVENTION 2025**

DATE : 02 January 2025

The Department of Education (DepEd), through the Human Resource and Organizational Development (HROD) Strand, shall conduct a national **Human Resource and Organizational Development (HROD) Convention**, themed **"All Hands on Deck: Steering Workforce, Driving Transformation,"** on **30-31 January 2025** within the **National Capital Region**.

This convention aims to highlight the importance of cooperation and collaboration among key players in HROD in achieving organizational goals. As one HROD, it is our mandate to strategically steer the workforce such that they become key players in driving organizational transformation. Further, it is our responsibility to ensure that our systems and processes remain agile and effective as we navigate the challenges of strengthening our education system. The specific objectives of the convention are as follows:

1. 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;
2. equip the delegates with new knowledge and relevant skills that they can apply in their respective workplaces to provide responsive HR actions/services; and
3. engage in benchmarking sessions with partners to learn from their HROD best practices.



The convention will include several plenary sessions and strategically curated breakout sessions, featuring speakers from other national government agencies, education development partners, and experts from the HROD field who will share their expertise and provide the Department with opportunities to benchmark existing systems and practices.

The list of expected delegates is provided in **Annex A**. For attendance confirmation, all delegates are directed to register through the link **[bit.ly/HRODConv2025-Reg](https://bit.ly/HRODConv2025-Reg)** **not later than 06 January 2025**.

To verify that all required information is provided and ensure that the registration forms are complete and accurate, all RO-HRDD Chiefs are hereby directed to monitor the registration status of delegates from their respective regions through the link **[bit.ly/HRODConv2025-Delegates](https://bit.ly/HRODConv2025-Delegates)**. Upon completion, RO-HRDD Chiefs are instructed to do the following:

1. Print the consolidated registration list;
2. Have the printed copy of the official list approved and signed by the Regional Director; and
3. Submit a scanned PDF copy of the signed official list through the link **[bit.ly/HRODConv2025-SubmitList](https://bit.ly/HRODConv2025-SubmitList)** on or before **08 January 2025**.

*Note: Once submitted, any modifications will not be permitted.*

Travel expenses and board and lodging of **all delegates** shall be charged to **local funds**, subject to existing budgeting, accounting, and auditing rules and regulations.

Administrative arrangements and an indicative program of activities are also provided in **Annex A**.

**A separate advisory on the exact venue and a list of possible accommodation shall be issued once the venue is finalized.**

Should there be further concerns/questions, please coordinate with the HROD Convention Secretariat through email **[bhrod.od@deped.gov.ph](mailto:bhrod.od@deped.gov.ph)** or landline number (02) 8633-7237.

For immediate dissemination and appropriate action.

**Copy furnished:  
OFFICE OF THE SECRETARY**



## Annex A

### 2025 DepEd HROD Convention "All Hands on Deck: Steering Workforce, Driving Transformation" 30-31 January 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 **30-31 January 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: January 30, 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: January 31, 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.