

## Republic of the Philippines

# Department of Education

REGION VIII - EASTERN VISAYAS

July 29, 2021

#### REGIONAL MEMORANDUM

No. 0 0 4 1 0 , s. 2021

### RESOURCE PACKAGE DEVELOPMENT FOR THE PRIORITY LEARNING NEEDS OF THE NON-TEACHING PERSONNEL

Schools Division Superintendents To:

All Others Concerned

- This office, through the Human Resource Development Division, shall conduct a virtual 1 workshop on the Development of Resource Package for the Priority Learning Needs of Non-Teaching Personnel via Online Platform on August 12, 13 and 19, 2021.
- The objectives of this activity are to develop a resource package that addresses the 2. priority learning needs of non-teaching personnel based on their 2020 Individual Development Plan (IDP); and to enhance the knowledge, skills, and attitudes (KSAs) of Resource Package Developers in formulating session guides with respective slide deck presentations.
- Attached are the list of participants and the activity matrix. Participants from each SDO 3. must accomplish the online registration through the link bit.ly/DRPRegRO on or before August 3, 2021. Links to the virtual room and the daily attendance forms shall be given on August 4, 2021, through email or social media platform.
- All incurred expenses during the conduct of this activity shall be charged to local funds/MOOE, subject to usual accounting and auditing rules and procedures.

5. Immediate dissemination of and appropriate action on this Memorandum are desired.

MA. GEMMA MERCADO LEDESMA

Regional Director

Enclosure:

As stated

2021 HRDD AIP References:

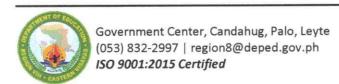
To be indicated in the Perpetual Index under the following subjects:

IDP

NON-TEACHING

RESOURCE PACKAGE DEVELOPMENT

HRDD-CDPA



DepEd RO8 ATA-F22 (CY2018-v03-r00)







#### LIST OF PARTICIPANTS

NO	NAME	DIVISION	
1	Maria Theresa M. Arradaza	Baybay City	
2	Francis B. Recto	Baybay City	
3	Ryan G. Japay	Biliran	
4	Madylyn D. Machete	Biliran	
5	Lezl M. Avila	Biliran	
6	John Michael C. Jalayjay	Calbayog City	
7	Samuel A. Repelente	Calbayog City	
8	Rey Demit	Calbayog City	
9	Milaner Oyo-a	Calbayog City	
10	Feldah D. Guitoria	Eastern Samar	
11	Ezer Marco S. Cajipo	Eastern Samar	
12	John Patrick G. Lazaro	Eastern Samar	
13	Carmela D. Villamor	Leyte	
14	Ernesto J. Felizarta, Jr.	Leyte	
15	Rex C. Briones	Leyte	
16	Fatima Migñon D. Guia	Leyte	
17	Bernadeth M. Genol	Maasin City	
18	Adelfa S. Tagra	Maasin City	
19	Rhodora A. Borja	Northern Samar	
20	Evelyn J. Vertudez	Northern Samar	
21	Marie Christine C. Patcho	Ormoc City	
22	Lengie S. Dalupan	Ormoc City	
23	Joel V. Tapil	Samar	
24	Grace Mae D. Lesigon	Southern Leyte	
25	Mac Laurence J. Laurente	Southern Leyte	
26	Amor O. Abando	Southern Leyte	
27	Olit M. De Guzman	Tacloban City	
28	Teresa F. Real	Tacloban City	
29	Ma. Alith R. Gomez	Tacloban City	
30	Erwin C. Gacam	Tacloban City	

### **PROGRAM MANAGEMENT TEAM**

NAME	DESIGNATION	
Ma. Gemma Ledesma Mercado	Activity Manager	
Bibiano I. Sentillas, CESO V	Co- Activity Manager	
Harvie D. Villamor	Onsite Manager	
Alma B. Suyom	Finance Manager	
Rita R. Dimakiling	QAME Manager	
Clark Dave P. Arante	Co-Onsite Manager	
Alejandra B. Lagumbay	Resource Person	
Rodel V. Rosales	HRDD Staff	
Rowena T. Vacal		
Dina S. Superable		
Michael C. Parado		
May Ann B. Ladrera		

Rachiel R. Labita

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# DEVELOPMENT OF RESOURCE PACKAGE FOR THE PRIORITY LEARNING NEEDS OF NON-TEACHING PERSONNEL

August 5, 6, and 12, 2021, via Online Platform

## **Activity Matrix**

Time/Day	Day 1	Day 2	Day 3
	August 12, 2021	August 13, 2021	August 19, 2021
9:00AM-9:30AM	Opening Program and Orientation	Process Check	Process Check
9:30AM-10:00AM	Resource Package Development: The Standards and Guiding Principles  Dr. Alejandra B. Lagumbay Regional L&D Focal Person	Continuation of Workshop 1: Development of Session Guides based on Andragogical and Constructive Principles	Presentation of the Developed Resource Package
10:00AM-11:00AM			
11:00AM-12:00AM	The Priority Learning Needs of the Non-teaching Personnel Clark Dave P. Arante LDNA for NTP Focal Person	Presentation of Developed Session Guides	
12:00AM-1:00PM	Lunch Break		
1:00PM-4:00PM	Workshop 1: Development of Session Guides based on Andragogical and Constructive Principles	Workshop 2: Development of Slide Deck Presentations of the Developed Session Guides	Finalization and Submission of Outputs Closing Program

Prepared by:

**CLARK DAVE P. ARANTE** 

Education Program Specialist II

Noted by:

HARVIE D. VILLAMOR EdD

**HRDD** Chief