



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

June 6, 2023

OFFICE MEMORANDUM

No. **337**, s. 2023

ORIENTATION ON THE CRAFTING OF ACTION PLAN/RE-ENTRY ACTION PLAN/JOB-EMBEDDED LEARNING/IMPACT PROJECT FOR THE APPLICATION OF EDUCATION OR APPLICATION OF LEARNING AND DEVELOPMENT

To: Regional Office Division Chiefs
Section/Unit Heads
All Others Concerned

1. This Office, through the Human Resource Development Division (HRDD), shall conduct the Induction Program for the Newly-Hired Regional Office Personnel on **September 11-12, 2023** at **RELC NEAP-RVIII, DepEd RO8 Compound, Government Center, Candahug, Palo.**
2. The objective of this activity is to guide participants in creating an action plan, re-entry action plan, job-embedded learning, or impact project that applies education or learning and development in practical contexts.
3. The participants to this activity are the regional office personnel. Non-teaching personnel will be assigned to September 11, while teaching-related personnel will be assigned to September 12. The participants will be specified in a separate issuance.
4. Incurred expenses during the conduct of this activity such as meals, snacks and venue rental shall be charged to OPDNTP FY 2023, subject to usual accounting and auditing rules and procedures.
5. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director

HRDD- CDPA



Enclosure 1 of RM no **337**, s 2023

ORIENTATION ON THE CRAFTING OF ACTION PLAN/RE-ENTRY ACTION PLAN/JOB-EMBEDDED LEARNING/IMPACT PROJECT FOR THE APPLICATION OF EDUCATION OR APPLICATION OF LEARNING AND DEVELOPMENT

September 11-12, 2023
RELc NEAP-R, DepEd Regional Office VIII Compound, Government Center, Palo


Activity Matrix

Time/Day	Day 1 (Non-Teaching Personnel)	Day 2 (Teaching-Related Personnel)
8:30AM -9:00AM	Preliminaries	Preliminaries
9:00AM -10:30AM	Overview of the New Guidelines on Recruitment, Selection and Appointment in the Department of Education	Overview of the New Guidelines on Recruitment, Selection and Appointment in the Department of Education
10:30AM – 12:00NN	Presentation of the Template for the Action Plan/Re-Entry Action Plan/ Job-Embedded Learning/ Impact Project for Non-Teaching Personnel	Presentation of the Template for the Action Plan/Re-Entry Action Plan/ Job-Embedded Learning/ Impact Project for Teaching-Related Personnel
12:00NN-1:00PM	Lunch	Lunch
1:00PM-4:00PM	Workshop on the Crafting of the Action Plan/Re-Entry Action Plan/Job-Embedded Learning/ Impact Project	Workshop on the Crafting of the Action Plan/Re-Entry Action Plan/Job-Embedded Learning/ Impact Project
4:00PM-4:30PM	Closing Program	Closing Program

Prepared by:


CLARK DAVE P. ARANTE
Education Program Specialist II

Noted by:


ALEJANDRA B. LAGUMBAY PhD
HRDD Chief