



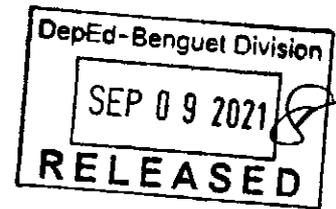
Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Benguet

September 1, 2021

DIVISION MEMORANDUM

No. 357, S 2021

**TO: Office of the Schools Division Superintendent
School Governance and Operations Division
Curriculum Implementation Division
Public Elementary and Secondary School Heads
All Others Concerned**



**RECOMPOSITION OF THE DIVISION PERSONNEL DEVELOPMENT COMMITTEE
(DPDC)**

1. To continue in establishing, advocating, and implementing the programs of Learning and Development under the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM), this office issues the recomposition of the Personnel Development Committee.
2. The committee shall consist of the following:

Consultant:	Gloria B. Buya-ao SDS
Chairperson:	Carmel F. Meris OIC-Office of the ASDS
Co-chairpersons:	Lucio B. Alawas, CES-SGOD Rizalyn A. Guznian, CES-CID
Members:	Glenn N. Duguis, AO V Florinda C. Pagoy, Accountant Florabel E. Buclay, Budget Officer Florabel C. Balanon, Supply Officer Eric S. Wanson, ITO Atty. Nover B. Singangan, Jr. Warden A. Baltazar, EPS – CID Macarthy B. Malanes, EPS – CID Francis F. Peckley, EPS – CID



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	Samuel S. Ayangdan, EPS – CID Merlyn Conchita O. De Guzman, EPS -- CID Norbert Lartec, EPS – CID Sonia Dupagan, EPS – CID Ceasar B. Luma-ang, EPS Arvin M. Doman, SEPS – SMN Corazon Quipot, SEPS – SMM&E Xylene Grail D. Kinomis, SEPS – HRDS Stephen Bulalin, SEPS – P&R Mary Grace G. Matias, Medical Officer Kenneth Kelcho, PDO I - YF
Secretariat:	Elvernice Fanged, EPS II – HRDS Joven B. Agtani, SMM&E Shiela Marie L. Ocampo, AdA VI

3. The following specific duties and responsibilities of the committee are in tuned with the principles and standards set forth by the Learning and Development Plan of the Civil Service Commission and the Department of Education through the National Educators Academy of the Philippines (NEAP):
- Support all employees in the Schools Division of Benguet in their professional learning throughout their career, especially as it relates to the strategic directions of DepEd, and must always adhere to specific guidelines of equal opportunity principles,
 - Ensure that high quality professional development programs are provided and monitored based from an updated tracking system must not be limited in providing information on budget utilization, percentage of employees provided with Learning and Development (L&D) intervention, and feedback on the conduct of L&D interventions,
 - Conduct regular meetings and orientations for planning, developing and review of annual Learning and Development Plan (LDP) adhering to specific guidelines of equal opportunity principles which may be based form but not limited to the three year Human Resource management and Development Plan of the Division, consolidated Professional Development needs of SDO-Benguet employees, and other related mandates from the CO and the RO,



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