

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



HRDD-RM-2023-681

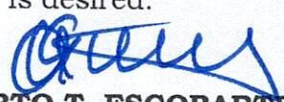

09 November 2023

Regional Memorandum
No.681 s.2023

**ASYNCHRONOUS VETTING AND FINALIZATION OF THE
HUMAN RESOURCE SKILLS ENHANCEMENT PROGRAM FOR
SPECIALISTS (HRSEPS) LEARNING RESOURCE PACKAGE**

To **Schools Division Superintendents**

1. This Office, through the Human Resource Development Division-National Educators Academy of the Philippines in the Region (HRDD-NEAP R) will conduct asynchronous vetting and finalization of the HR SEPS Learning Resource Package from November 23, 2023, to December 15, 2023, indicated dates attached hereto.
2. The activity aims to achieve the following objectives:
 - a. To vet and evaluate the developed HR SEPS Learning Resource Package.
 - b. To finalize the LRP based on comments and suggestions provided by the evaluators.
 - c. To accomplish the CPD form for PRC accreditation.
3. Participants in the vetting and evaluation process are the selected ASDSs, SGOD Chiefs, SGOD Supervisors, Education Program Supervisors, Public School District Supervisors, and School Heads while the identified writers will be the participants in the finalization of LRPs.
4. To ensure the smooth flow of the activity there will be a virtual meeting via MS Teams on November 23, 2023, at 2:00 pm. The link will be emailed to the participants a day before the activity.
5. The list of participants and activity matrix is attached for your reference.
6. For queries or concerns, kindly contact **Eduarda M. Zapanta**, HRDD Chief, and/or Jisela N. Ulpina through email at hrd.calabarzon@deped.gov.ph
7. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director 

cc: 06/ROH2/ROH1



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Certificate No. PHP QMS
22 93 0085

LIST OF VETTORS/EVALUATORS

NAMES	DESIGNATIONS	Schools Division Offices
1. Epifania Carandang	Chief, SGOD	Lucena City
2. Edward DJ Garcia	ASDS	Quezon
3. Cesar Mojica	Chief, SGOD	Bacoor City
4. Erickson Gutierrez	Principal	Batangas Province
5. Girlie Lopez	EPS, SGOD	Tanauan City
6. Gina Dulce	PSDS	General Trias City
7. Marlon Marquez	EPS, SGOD	Rizal
8. Marigen N. Leosala	EPS	Sta Rosa City
9. Henry Contemplacion	EPS	San Pablo
10. Evelyn Navia	Principal	Laguna
11. Ronald Ramilo	ASDS	San Pedro
12. Christian Mespher Hernandez	Principal	Imus City

ACTIVITY MATRIX

ACTIVITIES	DATES/TIME	PERSONS INVOLVED
Virtual Orientation Meeting Nov. 23 MS Teams https://bit.ly/HRSEPS-LRP	November 23, 2023 2:00 pm – 3:00 pm	Vettors/evaluators HRDD
Evaluation of LRPs Asynchronous	November 24 – December 6, 2023	Vettors/Evaluators
Submission of Accomplished Evaluation Tool	On or before Dec 6, 2023	Vettors/evaluators HRDD
Consolidation of Comments and Suggestions	December 7, 2023	HRDD Focal and Co-focal
Virtual meeting with Writers	December 8, 2023 9:00 am	LRP Writers
Finalization of LRPS	December 8 – 13, 2023	LRP Writers
Submission of Finalized LRPs	December 14, 2023	LRP Writer/ HRDD
Preparation of forms for CPD Accreditation	December 15, 2023	HRDD

LIST OF WRITERS

NAME	DESIGNATION	SDOs/ Functional Division
Vanessa Barcarse	PSDS	Dasmariñas City
Gregoria Atas	EPS	Cavite Province
Vivian Petrasanta	EPS	San Pedro City
Gayle Malibiran	EPS	Antipolo City
Evelyn Flores	PSDS	Lipa City
Nida Santos	EPS	San Pedro City
Eugenio Adrao	EPS	QAD
Jonna Malonzo	PO III	PPRD
Bryan Pobe	EPS	HRDD
Jisela Ulpina	EPS	HRDD
Nadina Gatón	EPS	HRDD
Donna Lago	EPS	HRDD
Mark Anthony Malonzo	SEPS	HRDD
Glenda Dela Torre	EPS II	HRDD
Jonalyn Pattalitan	EPS II	HRDD
Maricris Tadioan	EPS II	HRDD