





Republic of the Philippines

Department of Education

REGION IV-A CALABARZON

13 June 2024

Regional Memorandum No.413 s.2024

ONLINE ORIENTATION ON THE DEPLOYMENT GUIDELINES FOR THE NEWLY-CREATED TEACHING ITEMS FROM KINDERGARTEN TO GRADE 12 AND ALTERNATIVE LEARNING SYSTEM (ALS) AND SCHOOL-BASED ADMINISTRATIVE OFFICER II (AO II) ITEMS FOR SCHOOL YEAR (SY) 2024-2025

- To Schools Division Superintendents
 Chiefs, School Governance and Operations Division (SGOD)
 Division Administrative Officers/HRMOs
 Division Planning Officers
 All Others Concerned
- 1. Enclosed is a copy of Memorandum DM-OUHROD-2024-1107 dated June 7, 2024 signed by Dir. WILFREDO E. CABRAL, Regional Director, Officer-In-Charge, Undersecretary for Human Resource and Organizational Development, DepEd Central Office, titled "ONLINE ORIENTATION ON THE DEPLOYMENT GUIDELINES FOR THE NEWLY-CREATED TEACHING ITEMS FROM KINDERGARTEN TO GRADE 12 AND ALTERNATIVE LEARNING SYSTEM (ALS) AND SCHOOL-BASED ADMINISTRATIVE OFFICER II (AO II) ITEMS FOR SCHOOL YEAR (SY) 2024-2025," which is self-explanatory.
- 2. Attention is invited to the 5th paragraph, in which the said activity shall be conducted in three (3) batches **via MS Teams** with respective dates and target participants.
- 3. Attached hereto is the Annex A for the Indicative Program of Activities for information and guidance. For confirmation of attendance, please accomplish the online form through this link: bit.ly/NSPP2024OrientationConfirmation on or before June 14, 2024.
- 4. Immediate dissemination of and compliance with this memorandum is desired.

ATTY. ALBERTO T. ESCOBARTE, CESO II

Regional Director

Incls.: As stated 08C/ROA/P1







Address: Gate 2, Karangalan Village, Cainta, Rizal

Telephone No.: 02-8682-2114

Email Address: region4a@deped.gov.ph

Website: depedcalabarzon.ph





Republika ng Pilipinas



Department of Education

OFFICE OF THE UNDERSECRETARY HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM DM-OUHROD-2024-1107

TO

: ALL REGIONAL DIRECTORS

ALL SCHOOLS DIVISION SUPERINTENDENTS

ATTENTION

CHIEFS, ADMINISTRATIVE DIVISION

CHIEFS, SCHOOL GOVERNANCE AND OPERATIONS

DIVISION (SGOD)

ADMINISTRATIVE OFFICERS/HRMOs

PLANNING OFFICERS ALL OTHERS CONCERNED

FROM

WILFREDO'E. CABRAL

Regional Director

Officer-in-charge, Undersecretary for Human Resource and

Organizational Development

SUBJECT

: ONLINE ORIENTATION ON THE DEPLOYMENT GUIDELINES NEWLY-CREATED TEACHING ITEMS KINDERGARTEN TO GRADE 12 AND ALTERNATIVE LEARNING (ALS) AND SCHOOL-BASED ADMINISTRATIVE OFFICER II (AO II) ITEMS FOR SCHOOL YEAR (SY) 2024-2025

DATE

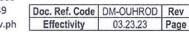
: 07 June 2024

This has reference to the Department of Budget and Management's (DBM) approval of the creation of TWENTY-TWO THOUSAND THREE HUNDRED TWENTY-THREE (22,323) new teaching items for Kindergarten to Grade 12 and Alternative Learning System (ALS) for SY 2024-2025 dated 31 May 2024 and FIVE THOUSAND (5,000) school-based Administrative Officer II (AO II) items for SY 2024-2025 dated 27 May 2024.

The information on the approval of these items was disseminated to all Regional Offices (ROs) and Schools Division Offices (SDOs) through DM-OUHROD-2024-1095 or the Approval of the Creation of New Teaching Items from Kindergarten to Grade 12 and Alternative learning System (ALS) for School Year (SY) 2024-2025 dated 06 June 2024 for teaching items and DM-OUHROD-2024-1052 or the Approval of the Creation of New School-Based Administrative Officer II (AO II) Positions to Public Elementary and Secondary Schools for FY 2024 dated 03 June 2024 for the schoolbased AO II items.









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Further, the advance information on the allocation of these items was disseminated to all ROs and SDOs through **DM-OUHROD-2024-0952** or the *Advance Information* on the Creation and Deployment of New Teaching Items and School-Based Administrative Officer II Items for School Year (SY) 2024-2025 dated 16 May 2024.

In view of this, an online orientation shall be conducted by the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) on **June 19-21, 2024** for selected participants from the ROs and SDOs **to expedite the filling-up of these newly-created school-based items**. This orientation aims to discuss the full details of the allocation and deployment of these new teaching and non-teaching items such as the allocation of items, deployment criteria, and other procedural guidelines as provided in DM-OUHROD-2024-0952.

This online orientation shall be conducted in three (3) batches via **MS Teams** with respective dates and target participants as follows:

		Target Participants			
Batch	Date	Morning Session (8am to 12 nn)	Afternoon Session (1pm to 5pm)	Meeting Link	
Luzon Cluster	June 19, 2024	Per RO: Administrati ve Officer and/or HRMO; and	Per RO:	bit.ly/NSPP2024OrientationBatch1	
Visayas Cluster	June 20, 2024	Regional ve Officer and/or HRMO Per SDO: Administrati Administrati Per SDO: Administrati Administrati	bit.ly/NSPP2024OrientationBatch		
Mindan ao Cluster	June 21, 2024	ve Officer and/or HRMO; and Division Planning Officer	ve Officer and/or HRMO	bit.ly/NSPP2024OrientationBatch3	

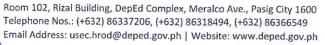
Kindly refer to **Annex A** for the Indicative Program of Activities. For confirmation of attendance, please accomplish the online form through this link: **bit.ly/NSPP2024OrientationConfirmation** on or before **14 June 2024**.

Expenses incurred for this activity shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

For further clarifications and other concerns, you may communicate with Ms. Noverose B. Dadole or Ms. Ina Marie Claire E. Mallari of BHROD-SED through







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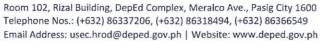


Indicative Program of Activities

START	END	ACTIVITY	RESOURCE	
Q.00AN#	0,20434	Pagiatyatis	SPEAKER/FACILITATOR	
8:30AM	8:30AM 8:45AM	Registration Preliminaries National Anthem	Participants BHROD-SED	
		PrayerHouse NormsRecognition of Participants		
		Welcome Remarks	Wilfredo E. Cabral Regional Director Officer-in-charge, Undersecretary for Human Resource and Organizational Development	
		Message	Atty. Resty C. Osias Director IV, Bureau of Human Resource and Organizational Development (BHROD)	
		Teaching Items		
8:45AM	9:00AM	Orientation Objectives and Overview	BHROD-SED	
9:00AM	9:45AM	Orientation Proper (Allocation, Deployment procedures)	BHROD-SED	
9:45AM	10:00AM	HEALTH BREAK		
10:00AM	10:30AM	[Continuation] Orientation Proper (Deployment procedures, Special Hiring Arrangements, Hiring, NOSCA, PMIS, and GMIS)	BHROD-SED	
10:30AM	11:45AM	Open Forum	ALL	
11:45AM	1:00PM	LUNCH BREAK		
		School-based Non-Teachi	ing Items	
1:00PM	1:30PM	Registration	Participants	
1:30PM	1:45 PM	Orientation Objectives and Overview		
1:45PM	2:30PM	Orientation Proper (Allocation, Deployment procedures, KRAs, Support to School, Monitoring)	BHROD-SED	
2:30 PM	2:40PM	HEALTH BREAK		
2:40 PM	3:10 PM	Process on the request of items	BHROD-SED	
3:10PM	3:30PM	Orientation Proper (Use and Access of PMIS for the NSPP Module)	PS-PPD	
3:30PM	4:30PM	Open Forum	ALL	
4:30PM	5:00PM	Closing Activity	Mr. Dexter N. Pante Chief, BHROD-SED	







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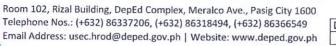


this landline no. **(02)** 8633 – 5397 or email at $\underline{bhrod.sed@deped.gov.ph}$ copy furnish $\underline{support.nspp@deped.gov.ph}$.

For your information and appropriate action.







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