



Republic of the Philippines
Department of Education
REGION XII
DIVISION OF SULTAN KUDARAT



September 17, 2024

DIVISION MEMORANDUM
SGOD HRDS No. **166** s. 2024

**HRD CONVERGENCE: CONDUCT OF THE 3rd QUARTER PROGRAM
IMPLEMENTATION REVIEW 2024**

To: Assistant Schools Division Superintendent
Chiefs of the Functional Divisions
Education Program Supervisors
Public Schools District Supervisors/Principals In-Charge
Elementary and Secondary School Administrators
District and Secondary Cluster HRD Coordinators
This Division

1. The Human Resource Development Section will conduct the HRD-CONVERGENCE: 3rd Quarter Program Implementation Review 2024 on October 1, 2024, at 8:00 o'clock in the morning, venue to be announced on a separate Memorandum.
2. The main purpose of the activity is to discuss the progress of seminars and developments in schools and division, particularly on Human Resource Development (HRD) activities for FY 2024, learning and development data, best practices, pre-planning activity and finalization of other requirements for the scheduled rewards and recognition activities of the Division and the Regional Office, specifically on the following matters:
 - 2.1 Professional Development Designing and NEAP recognition process;
 - 2.2 CPD Accreditation process;
 - 2.3 Technical Assistance on the preparation of WAP;
 - 2.4 Sikat Awards 2024 and Kafngabal 2024; and
 - 2.5 2024 HRDay cum ELITE Awards
3. Enclosed with this Memorandum are the list of participants and the indicative schedule.
4. Participants in the HRD-CONVERGENCE are the Division Officials, District Supervisors, Principals-in-Charge, Secondary Cluster Head Principals, and Cluster/District HRD Coordinators. Additionally, participants from the schools are encouraged to bring their organized PRAISE Committee documents, as well as their approved Rewards and Recognition Programs and implementation plans.

LPO/SGOD-SEPS/DM- HRD CONVERGENCE: CONDUCT OF THE 3rd QUARTER PROGRAM IMPLEMENTATION REVIEW 2024/DSK-DIT DivMemo v3r0.0e01.11.21/September 17, 2024



Address: Kenram, Isulan, Sultan Kudarat
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5. Meals, snacks, materials, during the conduct of the program will be chargeable against the Division INSET Fund while travelling expenses of the participants and other expenses shall be charged to the school MOOE subject to the usual accounting and auditing rules and procedures.

By the authority of the Schools Division Superintendent

6. For the information, guidance, and compliance of all concerned.

MEILROSE B. PERALTA, EdD
Assistant Schools Division Superintendent

CRISPIN A. SOLIVEN JR., CESE
Schools Division Superintendent

Incl: As stated

Reference: None

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

HUMAN RESOURCE DEVELOPMENT

PIR

REPORTING

Enclosure No. 1 to the Division Memo. HRDS No. _____, s. 2024

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LIST OF PARTICIPANTS

NO. OF PAX	PARTICIPANTS
1	Schools Division Superintendent
1	Assistant Schools Division Superintendent
2	Chiefs of the Functional Divisions
3	Human Resource Development Section/Staff Members
29	District Supervisors/PICs
29	District HRD Coordinators
11	Secondary Cluster Heads
11	Secondary Cluster HRD Coordinators
2	SMME
TOTAL = 87	

INDICATIVE SCHEDULE

LPO/SGOD-SEPS/DM- HRD CONVERGENCE: CONDUCT OF THE 3rd QUARTER PROGRAM IMPLEMENTATION REVIEW
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**HRD CONVERGENCE: CONDUCT OF THE 2nd QUARTER PROGRAM
IMPLEMENTATION REVIEW 2024**

October 1, 2024

Time	Activities	In-charge
8:30 a.m. – 9:00 a.m.	➤ Opening Program <ul style="list-style-type: none">• National Anthem• Prayer• Attendance Checking• Opening Remarks• Statement of Purpose/Objectives• Message	Meilrose B. Peralta, EdD ASDS Mohalidin M. Suaeb, PhD CES, SGOD Crispin A. Soliven Jr., CESE SDS
9:01 a.m. – 11:00am	CONVERGENCE PROPER Roll Call <ul style="list-style-type: none">• SDO Employees• PSDSs & PICs• Secondary Cluster Heads• HRD Coordinators• Presentation of Convergence Procedures Session 1: Professional Development Designing and NEAP recognition process; <ul style="list-style-type: none">•	Lazaro P. Oriel SEPS-HRDS
11:00am – 12:00nn	Session 2: CPD Accreditation process and update on IPBT implementation	Kevin Lloyd V. Hijastro EPS II-HRDS
12:00nn – 1:00pm	Lunch Break	
1:00pm- 2:00pm	Session 3: Technical Assistance on the preparation of WAP	Mark Carlo D. Buyao SEPS - SMME
2:00pm- 3:00pm	Session 4: Sikat Awards 2024 and Kafngabal 2024 Session 5: 2024 HRDay cum ELITE	Lazaro P. Oriel SEPS-HRDS

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	Awards	
3:00-:4pm	Open Forum & Ways Forward	
4:00 pm	Closing Program and Online Evaluation	SMME
Master of Ceremonies: Rhea Angeline Soberano HRDS/Secretariat		

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