



June 20, 2019



REGIONAL MEMORANDUM
No. 383 s. 2019

CORRIGENDUM TO REGIONAL MEMORANDUM NO. 35 S. 2019
RE: COMPOSITION AND FUNCTIONS OF THE PERSONNEL DEVELOPMENT COMMITTEE (PDC)

TO: Schools Division Superintendents
Chiefs of Functional Divisions
Personnel Development Committee (PDC)
PDC Secretariat
This Region

1. The field is hereby informed of the following Revised Duties and Responsibilities of the Personnel Development Committee (PDC) of DepEd Caraga Region. The PDC shall:

- a. determine the training fees, amount of honorarium for resource person services, and other training-related expenses;
- b. recommend the attendance of agency personnel in trainings, seminar workshops, conventions, conferences, symposia, and fora sponsored by non-governmental organizations or private institutions;
- c. recommend the availment of external service providers in conducting in-house learning and development programs;
- d. select, nominate, and recommend personnel for local and international trainings and scholarship grants;
- e. together with the Regional Director, cascade REDP directions and priorities which will serve as anchor for all L&D programs/initiatives of own region;
- f. recommend L & D policy improvements;
- g. develop and/or recommend the implementation of guidelines for the selection of nominees for L & D and scholarship programs, in accordance with DepEd policies;
- h. serve as the Scholarship Committee that screens and endorses nominees from the region and divisions for scholarship programs for approval by the Central Office;
- i. recommend designation of L & D PMT, if needed, to implement one or more L & D subsystems;
- j. review and recommend LDNA plan for the approval of the Regional Director;
- k. review and endorse LDNA report to the Regional Director for approval;
- l. review DO-SPPDs for inclusion in the RO-SPPD;
- m. review and endorse RO-SPPD to Regional Director for approval;
- n. review and endorse designs and learning resource packages for the approval of the Regional Director;
- o. track progress of L & D program delivery and update Regional Director;

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(085) 342 - 8207




caraga@deped.gov.ph



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- p. ensure that L & D QATAME processes, procedures, and reporting are implemented by the Regional Office; and
 - q. review and endorse report on RO-SPPD accomplishments and results to the Regional Director for approval.
2. All other provisions stipulated in RM No. 35, S. 2019 are still in effect.
3. For guidance.


FRANCIS CESAR B. BRINGAS, CESO V
Schools Division Superintendent
Officer-In-Charge
Regional Director

Incls: None
Reference: RM No. 35, S. 2019

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