



Republic of the Philippines
Department of Education
 MIMAROPA REGION
 SCHOOLS DIVISION OF MARINDUQUE

Department of Education
 Division of Marinduque
RECORDS SECTION
RELEASED

Number: 000693
 Date: 01/27/2025
 Signature: [Signature]

Office of the Schools Division Superintendent

JAN 27 2025

January 23, 2025

DIVISION MEMORANDUM
 No. 012 s. 2025

JAN 27 2025

**REORGANIZATION OF HUMAN RESOURCE DEVELOPMENT
 (HRD) DISTRICT COORDINATORS**

TO: Asst. Schools Division Superintendent
 Chief Education Supervisors
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 All Others Concerned

1. The Department of Education, through the National Educators Academy of the Philippines (NEAP), is faithful to its mandate of ensuring equitable access of teachers and school leaders to responsive, data-driven, and targeted professional development programs pursuant to DepEd Order No. 11, s. 2019 titled *"Implementation of the NEAP Transformation."*

2. In recent years, significant reforms and policy directives, like Memorandum OM-OUHROD-NEAP-2024-135 titled *"NEAP Organization and Program Transition Phase,"* have been introduced by the Department, particularly through the National Educators Academy of the Philippines (NEAP). These reforms emphasize the professionalization of human resource development systems to enhance the capabilities of educators and administrators.

3. Relative to this, the Schools Division Office of Marinduque, through the SGOD-Human Resource Development Section, announces the **Reorganization of Human Resource Development (HRD) District Coordinators** as a strategic response to evolving educational demands and policy directives. By aligning with NEAP standards and DepEd issuances, the Division aims to build a more agile, effective, and responsive human resource development system that empowers educators and ultimately enhances learner achievement.

4. The following personnel are hereby assigned, as endorsed by their respective Public Schools District Supervisors, as HRD District Coordinators from January 2025 – December 2027:

- Boac North District: Ms. Cyrill Ann M. Matira, Master Teacher I/Buliasnin ES;
- Boac South District: Mr. Joemar L. Linga, Principal II/Boac South CS;
- Buenavista District: Mr. Alfin C. Jambalos, Principal I/Bagacay ES;
- Gasan District: Mr. Jhonrex L. Sapunto, Principal II/Masiga ES;
- Mogpog District: Mrs. Rhodora B. Peña, Principal II/Bintakay ES;

*"DepEd Marinduque: Heart of the Philippines.
 Lead to Excel. Excel to Lead."*



Malusak, Boac, Marinduque
 Email: marinduque@deped.gov.ph
 Tel. No.: (042) 754-0247 • Fax No.: (042) 332-1611
 Facebook Page: DepEd Marinduque

Santa Cruz East District: Mrs. Rosemarie P. Palermo, Principal I/Banogbog ES;
Santa Cruz North District: Mr. Elmer De Luna, Master Teacher I/Lamesa ES;
Santa Cruz South District: Mrs. Maria Cecilia R. Par, Principal II/Lipa ES; and
Torrijos District: Mr. Norman P. Romasanta, Principal II/Malibago ES.

5. HRD District Coordinators have the following roles and responsibilities:
 - a. serve as the Public Schools District Supervisor's partner in facilitating access of information to the schools regarding the implementation of learning and development (L&D), performance management (PM), and rewards and recognition (R&R) programs;
 - b. assist the SGOD-HRDS in conducting professional and personal development needs assessment of all teaching and non-teaching personnel in their respective districts;
 - c. provide technical assistance on the maintenance of the SGOD-HRDS' training and development databases, including the professional development profiles of teachers and school leaders;
 - d. promote awareness of human resource policies, career and professional development programs, and other HRD-related standards; and
 - e. support the alignment of district and school HR practices with PRIME HRM standards.
6. For clarifications, please contact Mr. Kyle David V. Atienza, Senior Education Program Specialist – Human Resource Development Section, through kyledavid.atienza@deped.gov.ph.
7. Immediate dissemination of the contents of this Memorandum is desired.


LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent

Encls: None
References: DepEd Order No. 11, s. 2019
Memorandum OM-OUHROD-NEAP-2024-135
Division Memorandum No. 68-A, s. 2023

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

EMPLOYEES

/SGOD-HRDS-KDA

*"DepEd Marinduque: Heart of the Philippines.
Lead to Excel. Excel to Lead."*



Malusak, Boac, Marinduque
Email: marinduque@deped.gov.ph
Tel. No.: (042) 754-0247 • Fax No.: (042) 332-1611
Facebook Page: DepEd Marinduque