



Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OFFICE OF CATANDUANES

UNNUMBERED MEMORANDUM:

SGOD-UM-12-12-2022/CPG

To: Chief Education Supervisors
Head of Offices
All others concerned

From: **MA. LUISA T. DELA ROSA**
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Date: December 12, 2022

Subject: **Virtual Orientation on the Utilization of HRD Fund**

1. Please be informed that there will be a virtual orientation on Tuesday, December 13, 2022, at 2:00 p.m. Meeting link will be given 5 minutes before the start of the meeting.
2. This is in connection with the alignment of PPA's CY 2023 vis-à-vis in the utilization of the HRD fund.
3. The expected participants are the following:
 - a. Chief Function Divisions
 - b. Administrative Officer V
 - c. Administrative Officer V (Budget Officer)
 - d. Administrative IV(Personnel)
 - e. Accountant III
 - f. Planning Officer III
 - g. All Education Program Supervisors
 - h. SEPS
 - i. Health & Nutrition Unit
4. For information and compliance.

CPG/SGOD-UM-12-12-22/Virtual Orientation on the Utilization of HRD Fund



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