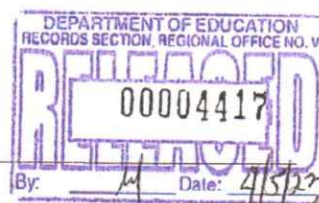





Republic of the Philippines  
Department of Education  
REGION V - BICOL



**MEMORANDUM**

**TO:** Schools Division Superintendents  
All Others Concerned

**FROM:**   
GILBERT T. SADSAD  
Regional Director

**SUBJECT:** 2023 Office Learning Plan for Non-Teaching  
Personnel and Non-Teaching Licensed Professionals

**DATE:** April 4, 2023

To ensure that the target learning interventions for non-teaching personnel are responsive in addressing their learning needs, the Human Resource Development Division (HRDD) enjoins all SDOs Non-Teaching Personnel including Non-Teaching Licensed Professionals occupying permanent positions to accomplish the **Office Learning Plan on or before April 12, 2023**. Moreover, all SDOs through the HRD Senior Education Program Specialists are requested to submit the 2023 SDO Proposed Activities for Non-Teaching Personnel using the attached template at [hrdd.rov@deped.gov.ph](mailto:hrdd.rov@deped.gov.ph) on or before **April 13, 2023**.

Division	LINK FOR THE OFFICE LEARNING PLAN
1. Albay	<a href="https://tinyurl.com/OLPSDOAlbay">https://tinyurl.com/OLPSDOAlbay</a>
2. Camarines Norte	<a href="https://tinyurl.com/OLPSDOCamarinesNorte">https://tinyurl.com/OLPSDOCamarinesNorte</a>
3. Camarines Sur	<a href="https://tinyurl.com/OLPSDOCamarinesSur">https://tinyurl.com/OLPSDOCamarinesSur</a>
4. Catanduanes	<a href="https://tinyurl.com/OLPSDOCatanduanes">https://tinyurl.com/OLPSDOCatanduanes</a>
5. Masbate	<a href="https://tinyurl.com/OLPSDOMasbate">https://tinyurl.com/OLPSDOMasbate</a>
6. Sorsogon	<a href="https://tinyurl.com/OLPSDOSorsogon">https://tinyurl.com/OLPSDOSorsogon</a>
7. Iriga City	<a href="https://tinyurl.com/OLPSDOIrigaCity">https://tinyurl.com/OLPSDOIrigaCity</a>
8. Naga City	<a href="https://tinyurl.com/OLPSDONagaCity">https://tinyurl.com/OLPSDONagaCity</a>
9. Ligao City	<a href="https://tinyurl.com/OLPSDOLigaoCity">https://tinyurl.com/OLPSDOLigaoCity</a>
10. Legazpi City	<a href="https://tinyurl.com/OLPSDOLegazpiCity">https://tinyurl.com/OLPSDOLegazpiCity</a>
11. Tabaco City	<a href="https://tinyurl.com/OLPSDOTabacoCity">https://tinyurl.com/OLPSDOTabacoCity</a>
12. Sorsogon City	<a href="https://tinyurl.com/OLPSDOSorsogonCity">https://tinyurl.com/OLPSDOSorsogonCity</a>
13. Masbate City	<a href="https://tinyurl.com/OLPSDOMasbateCity">https://tinyurl.com/OLPSDOMasbateCity</a>



Regional Center Site, Rawis, Legazpi City 4500

0917 178 1286  
[region5@deped.gov.ph](mailto:region5@deped.gov.ph)



Republic of the Philippines  
**Department of Education**  
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For more information and clarifications, please contact Mrs. Sancha M. Nacion, Chief HRDD at 09495989454.

For information, dissemination, and strict compliance.

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April 12, 2023

To: SGOD Chief  
HRD SEPS  
HRD EPS II  
All Others Concerned

For information, dissemination, and strict compliance.

  
**SOCORRO V. DELA ROSA, CESOV**  
Schools Division Superintendent



Republic of the Philippines  
**Department of Education**  
REGION V - BICOL

**Enclosure 1: SDO Proposed Activities for Non-Teaching Personnel**

PROGRAM	PURPOSE	TIMELINE	PHYSICAL	FINANCIAL	ASSESSMENT (Pre-deliberation/ Recommendation)

Prepared by: \_\_\_\_\_  
Signature over Printed Name

Noted: \_\_\_\_\_  
Signature over Printed Name



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