

## Department of Education REGION V - BICOL SCHOOLS DIVISION OFFICE OF CATANDUANES

## **UNNUMBERED MEMORANDUM**

SGOD-UM-04-11-2023/CPG

To:

Assistant Schools Division Superintendent

Administrative Officer V

Administrative Officer IV- HRMO

All Other Concerned

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From:

SOCORRO V. DELA ROSA, CESO VI

Schools Division Superintendent 190

Date:

April 11, 2023

Subject:

2023 Office Learning Plan for SDO- Proper Non-Teaching Personnel and

Non- Teaching Licensed Professionals

- 1. To ensure that the target learning interventions for non-teaching are responsive in addressing their learning needs, the Human Resource Development (HRDD) is directed that all SDO Non-Teaching Personnel including Professionals occupying permanent position to accomplish the Office Learning Plan on or before April 12, 2023.
- 2. Moreover, the link for the office learning plan can be accessed thru https://tinyurl.com/OLPSDOCatanduanes. For more information and clarification please contact Carol P. Gil, SEPS-HRD & Elizabeth S. Urbano, EPS-II HRD.
- For information, dissemination and strict compliance.

CPG/SGOD-UM-04-11-23/2023 Office Learning Plan for SDO-Proper Non-Teaching Personnel and Non-Teaching Licensed Professionals

