



Republic of the Philippines
Department of Education
 REGION I



Office of the Regional Director

NOV 17 2021

REGIONAL MEMORANDUM
 No. 1348, s. 2021

**TRAINING ON VALUES FORMATION OF ADMINISTRATIVE OFFICERS OF THE
 REGIONAL OFFICE AND SCHOOLS DIVISION OFFICES**

To: Schools Division Superintendents
 Chiefs of Functional Divisions

1. The Department of Education Regional Office 1, through the Human Resource Development Division (HRDD), shall conduct a three-day **Training on Values Formation of Administrative Officers of the Regional Office and Schools Division Offices** on **November 24-26, 2021** at the National Educators Academy of the Philippines Region I (NEAP-RI), San Vicente, City of San Fernando, La Union.
2. The training aims to increase positivity, morale, values, and ethics in the workplace and boost emotional, psychological, and social well-being towards better work performance leading to employee confidence and productivity.
3. Participants are the administrative officers of the Regional Office and Schools Division Offices. The number of participants and the modality of training are indicated below.

| | Number of Participants/Modality | |
|--------------------------------|---------------------------------|--------|
| | Face-to-face | Online |
| Schools Division Office | | |
| Alaminos City | - | 10 |
| Batac City | - | 10 |
| Candon City | - | 10 |
| Dagupan City | - | 10 |
| Ilocos Norte | - | 10 |
| Ilocos Sur | - | 10 |
| Laoag City | - | 10 |
| La Union | - | 10 |
| Pangasinan I | - | 10 |
| Pangasinan II | - | 10 |
| San Carlos City | - | 10 |
| San Fernando City | - | 10 |
| Urdaneta City | - | 10 |
| Vigan City | - | 10 |
| Regional Office | 20 | |

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4. Participants joining the training face-to-face shall be accommodated at NEAP-R1. First meal is breakfast on November 24, 2021 and last meal is PM snack on November 26, 2021. Online participants, on the other hand, shall join on the second day, November 25, 2021 via the link: tinyurl.com/VFAdminOfficers.

5. All face-to-face participants are reminded to observe the following minimum health protocols:

- a. Wearing of face mask
- b. Wearing of face shield
- c. No travel history outside Region 1 at least five days before the training schedule, and
- d. Staying in NEAP **during the entire duration** of the training

6. For queries and other concerns, please contact HRDD through (072) 682-23-24 local 122 or e-mail at hrdd.region1@deped.gov.ph.

7. For information and dissemination.


TOLENTINO G. AQUINO
Director IV

Reference: None

Encl.: None

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

SEMINARS TRAININGS

HRDD/vrdg/rel/RM_LEADERSHIPANDMANAGEMENTCUMVALUESENHANCEMENT
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