



Republic of the Philippines  
**Department of Education**  
REGION I



**REGIONAL MEMORANDUM**

No. 486, s. 2024

**GUIDELINES ON THE UTILIZATION OF FY 2024 HUMAN RESOURCE  
DEVELOPMENT (HRD) FUND**

To: Schools Division Superintendents

1. This Office, through the National Educators Academy of the Philippines Region 1 (NEAP R1), announces the specific Guidelines on the Utilization of FY 2024 Human Resource Development (HRD) Fund based on DM-OUHROD-2024-0427.
2. The downloading of FY 2024 HRD Fund shall strictly observe the guidelines and in consonance with the provisions of DepEd Order No. 30 s. 2021 titled Multi-Year Implementing Guidelines on the Allocation and Utilization of the Human Resource Development Fund for Teachers and School Leaders.
3. The allocation and downloading of funds shall be based on the priority programs and the Program Support Fund (PSF) and In-Service Training (INSET) Fund shall only be allocated and downloaded for the specific purposes.
4. Programs and activities that are classified under the Program on Awards and Incentives for Service Excellence (PRAISE) and those under the Rewards and Recognition (R&R) are not qualified for allocation from the PSF and INSET Funds.
5. Only quality assured and approved professional development programs (PDPs) shall be given Certificate of Fund Allocation and may apply for PRC accreditation. However, submission of additional documents may warrant allocation for initially disapproved proposal/s.
6. The DM-OUHROD-2024-0427 and Enclosures can be accessed through the link <https://tinyurl.com/R1FY2024HRDFunds> for reference.
7. For queries and other concerns, please contact HRDD-NEAP R1 through (072) 682-23-21 or email at [neap.region1@deped.gov.ph](mailto:neap.region1@deped.gov.ph).

8. Immediate dissemination of this Memorandum is desired.

For the Regional Director:

**RHODA T. RAZON**

Director III

Reference: DM-OUHROD-2024-0427

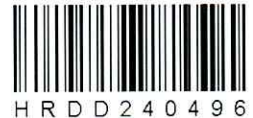
Encl:

To be indicated in the Perpetual Index

Under the following subjects:

TRAINING PROGRAMS

HRDD/kmmb/RM\_GuidelinesontheUtilizationofFY2024HRDFunds  
April 26, 2024



Enclosure

**FY 2024 Human Resource Development Fund**

**BUDGET ESTIMATE**

**Program: Program Support Fund**

**Activity: Downloading of PSF to DepEd RO s and SDOs**

<b>REGION/DIVISION</b>	<b>Size Classification</b>	<b>Allocation</b>
RO 1		
Regional Office 1	M	5,000,000.00
Division of Alaminos City	S	750,000.00
Division of Batac City	S	750,000.00
Division of Candon City	S	750,000.00
Division of Dagupan City	M	1,000,000.00
Division of Ilocos Norte	M	1,000,000.00
Division of Ilocos Sur	M	1,000,000.00
Division of La Union	M	1,000,000.00
Division of Laoag City	S	750,000.00
Division of Pangasinan I	L	1,250,000.00
Division of Pangasinan II	L	1,250,000.00
Division of San Carlos City	M	1,000,000.00
Division of San Fernando City	S	750,000.00
Division of Urdaneta City	M	1,000,000.00
Division of Vigan City	S	750,000.00
<b>Sub-total</b>		<b>18,000,000</b>