



Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM

No. 1245, s. 2024

GUIDELINES ON THE CONDUCT OF REGIONAL OFFICE, SCHOOLS DIVISION OFFICE, AND SCHOOL-DEVELOPED PROFESSIONAL DEVELOPMENT PROGRAMS FOR FY 2024

To: Schools Division Superintendents

1. This Office, through the National Educators Academy of the Philippines (NEAP), announces the Guidelines on the Conduct of Regional Office, Schools Division Office, and School-Developed Professional Development Programs for FY 2024 based on DM-OUHROD-2024-1765.
2. The guidelines aim to provide direction and set standards to ensure effective and efficient development and implementation of the Regional Office, Schools Division Office, and Schools-Developed Professional Development Programs for FY 2024.
3. Included in the guidelines are the 3-day School-Based In-Service Training (INSET) scheduled on November 25-29, 2024 (in accordance with DepEd Order No. 009, s. 2024 titled Implementing Guidelines on the School Calendar and Activities for the School Year 2024-2025) and conduct of the Learning Action Cell (LAC).
4. Use of funds for the design, development, quality assurance, delivery, and monitoring and evaluation of professional development programs shall be governed by the Guidelines on the Utilization of FY 2024 HRD Fund through DM-OUHROD-2024-0427 dated March 11, 2024.
5. The Guidelines on the School-Level Development and Implementation of School-Based Professional Development (PD) Programs and Enclosures can be accessed through the link <https://tinyurl.com/SBPDPGuidelines> for reference.
6. For queries and other concerns, please contact HRDD-NEAP R1 through (072) 682-23-21 or email at neap.region1@deped.gov.ph.
7. Immediate dissemination of this Memorandum is desired

TOLENTINO G. AQUINO
 Director IV

Reference: DM-OUHROD-2024-0427
 Encl: DM-OUHROD-2024-1876
 To be indicated in the Perpetual Index

Under the following subjects:

TRAINING PROGRAMS

HRDD/kmmb/RM_ROSDOSBDPDPFY2024
 October 2, 2024



Flores St., Catbangen, City of San Fernando, La Union

Telephone Nos.: (072) 607-8137/682-2324

DepEd Region I region1@deped.gov.ph www.depedro1.com

