DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. 1
RECEIVED
02.8189
BY:
DATE:

OCT 22 2026

OFFICE MEMORANDUM
HRDD-2026-372

CONDUCT OF OFFICE LEARNING SESSION ON UNDERSTANDING THE ROOT CAUSE OF HEALTH ISSUES FOR MIDDLE-AGED PROFESSIONALS

To: Assistant Regional Director
Chiefs of Functional Divisions
Unit and Section Heads
All Concerned Personnel

1. In reference to Office Memorandum No. 220, s. 2026, this Office, through the Human Resource Development Division (HRDD), shall conduct an Office Learning Session on Understanding the Root Cause of Health Issues for Middle-Aged Professionals on October 27, 2026, at 9:00 a.m. at the HRDD Conference Room.

2. The activity aims to enhance participants' awareness and understanding of common health concerns among middle-aged professionals, including their underlying causes and contributing factors, and to promote practical approaches toward maintaining health and well-being in the workplace.

3. The target participants shall be distributed as follows:

Functional Division	Number of participants
Administrative Division	8
CLMD	4
FTAD	2
ESSD	3
Finance Division	2
HRDD	3
PPRD	2
QAD	3
ORD – Legal Unit	1
ORD – PAU	1
ORD – ICT Unit	1
Total	**30**

4. The Chiefs of Functional Divisions/Unit Heads are requested to identify the personnel who will participate in the activity based on the allocation indicated above. The identified participants shall pre-register through this link: https://tinyurl.com/OLSHealth2026. In case an identified participant is unable to

attend due to an equally important official engagement or other valid reason, the concerned Chief of Functional Division/Unit Head shall designate a replacement to ensure full participation from their respective office.

5. For concerns or queries, please contact the **Human Resource Development Division** at hrdd.region1@deped.gov.ph or call 072-682-2324 local 122.

6. Immediate and wide dissemination of this Memorandum is desired.

ESTELA P. LEON-CARIÑO, EdD, CESO III
Director IV/Regional Director

HRDD/rrm/OM_OLS-Health
October 21, 2026

DepEd RO1 Documan
HRDD260840

Enclosure 1: List of Resource Speakers/ PMT/ Participants

No.	Name of Personnel	Office
1	Gina A. Amoyen	CLMD
2	Joselito D. Daguison	CLMD
3	Evangeline A. Cabacungan	CLMD
4	Editha T. Giron	CLMD
5	Nida N. Carbajal	CLMD
6	Alvin I. Orine	CLMD
7	Nina Marie C. Ballada	CLMD
8	Feliciano B. Gatchalian III	CLMD
9	Karina G. Aragon	NEAP-R
10	Danilyn Ruth D. Madriaga	FD
11	Angelica G. Amano	FD
12	Ederlyn M. Pimentel	FD
13	Ralph Jefferson D. Alvarez	ORD-LU
14	Glaiza S. Leonen	ORD-LU
15	Shaira Ann Marie S. Rivera	ORD-LU
16	Sammy C. Legaspi	ORD-IU
17	German P. Junio	ORD-IU
18	Stephanie Alyssa T. Montemayor	PPRD
19	Ramon B. Caniezo	AD
20	Laarni Grace M. Abaya	AD-PS
21	Jan Mau Cornelio B. Florague	AD-PS
22	Leah M. Paet	AD-CS
23	Benjie F. Miranda	AD-CS
24	Elvira Q. Bueno	AD-PU
25	Mariane P. Lagera	AD-PU
26	Maricar Carino	AD-PU
27	Nhyke Bryan R. Bactat	AD-RS
28	Zenaida V. Saquing	AD-RS
29	Rowie Red N. Balanon	AD-AS
30	Reymarc G. Gacayan	AD-AS
31	Ferdinand A. Chan	AD-GSU
32	Claire L. Sibulo	AD-GSU
33	Dr. Marjorie G. Pudin	ESSD
34	Dr. May Lavern Sibayan-Orina	ESSD
35	Maricris A. Rimas	ESSD
36	Timothy Jan M. Villaruz	ESSD
37	Jose Ritchie B. Perez	ESSD
38	Jelly Anne B. Legaspi	ESSD
39	Amante C. Ofiana, Jr.	ESSD
40	Mark Jaezar R. Sordilla	ESSD
41	Georgia Mae L. Malinias	FTAD-RDU
42	Claire L. Abon	FTAD-RDU
43	Liezl P. Mique	QAD

44	Oliver F. Gutierrez	QAD
45	Edwina M. Manalang	QAD
46	Vivien R. De Guzman	HRDD
47	Ritchelle E. Legaspi	HRDD
48	Raymund R. Molano	HRDD
49	Abigail A. Cabilin	HRDD
50	Joanna D. Sabado	ORD-PAU

Enclosure 2: Indicative Training Matrix

Time	Topic	Output
October 21, 2026		
7:30-8:00AM	Registration	
8:00-9:00AM	Opening Program • Prayer • Region I Hymn • Recitation of Quality Policy • Acknowledgment of Participants • Opening Remarks • Statement of Purpose • Message	
	Orientation-Workshop Proper	SWOT Analysis
9:00 – 9:30	ISO: Its Standards and Benefits (Sustainable Development)	
9:30 – 10:15	QMS (ISO 9001) and PDCA	
10:15 – 10:30	Health Break	
10:30 – 11:30	Risk – Based Thinking (A.4) and Process Approach	
11:30 - 12:00	Risk Management System (ISO 31000)	
12:0 – 1:00	LUNCH	
1:00 – 2:15	DepEd's PAWIM P – 002 and DO No. 009, s. 2021	
2:15 – 3:15	DepEd RO I's Risk Management Status	Presentation of DepEd RO I Draft Risk Registry
3:15– 4:00	DepEd's Process Map	
4:00 – 5:00	DepEd RO I's Quality Control Plans, and Risk Action Plans	

Time	Topic	Output
October 22, 2026		
8:00-8:30AM	Management of Learning	
8:30 – 10:15	Risk Assessment : Risk Identification	Risk and Opportunity Registry
1015 – 10:30	Health Break	
10:30 – 11:30	Risk Assessment : Risk Analysis and Evaluation	

11:30 – 12:00	Risk Treatment	
12:00 – 1:00	LUNCH	
1:00 – 2:00	Risk Treatment (Continuation)	Accomplished Risk and Opportunity Monitoring and Review Form
2:00 – 3:00	Risk Monitoring and Review	
3:00 – 3:15	Health Break	
3:15 – 4:20	Risk Recording and Reporting	
4:20 – 5:00	Ways Forward	