DEPARTMENT OF EDUCATION
RECORDS SECTION, REGIONAL OFFICE NO. 1
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REGIONAL MEMORANDUM
No. 1554 s. 2026

PARTICIPANTS TO THE CONDUCT OF DEPED HUMAN RESOURCE MANAGEMENT ASSEMBLY FOR FY 2026

To: Schools Division Superintendents
DepEd ROI, Chief (Administrative Division)
All Others Concerned

1. Relative to Memorandum DM-OUHRODI-2026-4273 dated November 12, 2026, from Undersecretary Wilfredo E. Cabral, titled Conduct of DepEd Human Resource Management Assembly for FY 2026, scheduled on **November 30 to December 3, 2026**, at the **DepEd Ecotech Center, Cebu City**, this Office endorses the participation of the following personnel:

Name	Position	Office
Cynthia M. Ruamero	Administrative Officer IV	Alaminos City
Jadley Mel P. Piso	Administrative Officer IV	Batac City
Rey H. Jacobe	Administrative Officer IV	Candon City
Chelsea M. Paras	Administrative Officer IV	Dagupan City
Mency A. Turqueza	Administrative Officer IV	Ilocos Norte
Carlos C. Rabago, Jr.	Administrative Officer IV	Ilocos Sur
Jose Rhetor C. Reyes	Administrative Officer IV	La Union
Jay-Mhar C. Gaoiran	Administrative Officer IV	Laoag City
Marcos P. Domasin, Jr.	Administrative Officer IV	Pangasinan I
Yogie S. Castañeto	Administrative Officer IV	Pangasinan II
Alodia D. Castro	Administrative Officer IV	San Carlos city
Benjamin L. Galvez I	Administrative Officer IV	San Fernando City
Mary Ann Joy S. Tablada	Administrative Officer IV	Urdaneta City
Greatest Yeng C. Molina	Administrative Officer IV	Vigan City
Marlon D. Macalma	Administrative Officer V	Ilocos Norte
Rafael Irwin G. Nicolas	Administrative Officer V	Pangasinan I
Dennis Donald L. Doria	Administrative Officer V	San Carlos City
Laarni Grace M. Abaya	Administrative Officer V	Regional Office
Katherine B. Dominno-Cabanilla	Teacher Credentials Evaluator II	Regional Office
Jan Mau Cornelio B. Florague	Administrative Aide VI	Regional Office

2. All identified participants shall accomplish the online registration on or before November 24, 2026 (Tuesday) through the link: **tinyurl.com/HRMAssembly2026RegForm**.

3. Schools Division Superintendents shall ensure the attendance of the identified participants, considering the importance of the activity and the need for their active participation throughout the entire duration of the assembly.

4. The board and lodging expenses of all participants shall be charged against the funds allocated for this purpose, while travel and other incidental expenses shall be charged against local funds, subject to the usual budgeting, accounting, and auditing rules and regulations.

5. For the complete details and logistical arrangements of the activity, please refer to Annex B (Administrative Arrangements).

6. Immediate dissemination of this Memorandum is directed.

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

Encl. & Reference: As stated
To be indicated in the Perpetual Index:
under the subjects:

HUMAN RESOURCE ASSEMBLY

ADMIN/RJLC/LGABAYA/RM_HRASSEMBLY
November 22, 2026

Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT, AND INFRASTRUCTURE

MEMORANDUM
DM-OUHRODI-2026- 4273

TO : **Regional Directors**
Schools Division Superintendents
Human Resource Management Officers
All Others Concerned

FROM : **WILFREDO E. CABRAL**
Undersecretary

SUBJECT : **CONDUCT OF DEPED HUMAN RESOURCE MANAGEMENT ASSEMBLY FOR FY 2026**

DATE : 12 November 2026

The Department of Education, through the Bureau of Human Resource and Organizational Development (BHROD), are currently developing policies and guidelines in different facets of human resource. On the other hand, the Civil Service Commission (CSC) recently released its updated 2025 Omnibus Rules on Appointment and Other Human Resource Actions (2025 ORAOHRA) promulgated as of 30 April 2025 (CSC Resolution No. 2500358).

Further, changes in the guidelines and policies necessitate the streamlining of processes through the various governance levels of the Department. With the various developments of the Department's five-point-agenda, there is a need for Human Resource Management Officers (HRMOs) in the Central Office, Regional Office, and Schools Division Office) to convene and discuss these developments and identify the opportunities to improve the delivery of HR services.

Thus, the Bureau of Human Resource and Organizational Development shall conduct **DepEd Human Resource Management (HRM) Assembly** on **November 30-December 3, 2026** at the **DepEd Ecotech Center, Cebu City**, which aims to:

1. Strengthen alignment among HRMOs across the Central Office, Regional Offices, and Schools Division Offices by fostering a shared understanding of HR priorities, roles, and responsibilities;
2. Enhance collaboration and professional empowerment through knowledge-sharing, capacity-building, and employee wellness initiatives; and
3. Promote an integrated and responsive HR management system by strengthening communication, information dissemination, coordination, and support mechanisms across all governance levels.

In this regard, all concerned HRMOs listed in ***Annex A (List of Allocation of Participants)*** are enjoined to attend, and confirm their attendance by filling out the registration form on or before **24 November 2026 (Tuesday), 05:00 PM** through this link or QR code:

https://tinyurl.com/HRMAssembly2026RegForm

The activity shall be conducted for a total of four (4) days *(inclusive of travel time)*; thus, identified participants are **expected to be at the venue on 30 November 2026 (Monday) before 2:00 PM.** The program shall end on Day 4 (December 3, 2026) at 12:00 noon. *An optional day of additional accommodation on 04 December 2026 (Friday) shall be provided for participants with challenging flight schedules.*

For the complete administrative and logistical details of the activity, please refer to **Annex *B (Administrative Arrangements).***

Travelling expenses of the participants from the field offices shall be charged against local funds, while the board and lodging of all participants and facilitators, travelling expenses of CO personnel, supplies and materials and other incidental expenses shall be charged against the funds allocated for this purpose, subject to the usual accounting and auditing rules and regulations.

For any clarifications and other concerns, kindly contact **Ms. Ricca R. Recto** and **Ms. Nikka Ella R. Ricafranca** of BHROD-Personnel Division through phone number (02) 8633-6682/8633-9345 or email at recruitment.pd@deped.gov.ph, copy furnishing bhrod.pd@deped.gov.ph.

For information and guidance.

[BHROD/ RRR-NERR-ANMV]

Annex A: List of Allocation of Participants

Conduct of Human Resource Management Assembly for FY 2026
November 30 to December 03, 2026

Regional Office	PAX	Schools Division Offices	
		Administrative Officer V	Administrative Officer IV
Region I	3	3	14
Region II	3	2	9
Region III	3	3	21
Region IV-A	3	3	25
Region IV-B	3	2	7
Region V	3	3	13
NCR	3	3	16
CAR	3	2	8
NIR	3	3	22
Region VI	3	2	8
Region VII	3	3	12
Region VIII	3	3	13
Region IX	3	2	9
Region X	3	3	14
Region XI	3	3	11
Region XII	3	2	8
CARAGA	3	3	12
TOTAL	**51**	**45**	**222**

Central Office	
Office of the Undersecretary for Human Resource and Organizational Development, and Infrastructure	**Three (3) Representatives**
BHROD – Office of the Director	**Three (3) Representatives**
BHROD – Personnel Division	**Thirteen (13) Representatives**
BHROD – Human Resource Development Division	**Three (3) Representatives**
BHROD – Employee Welfare Division	**Three (3) Representatives**
BHROD – School Effectiveness Division	**Three (3) Representatives**
BHROD – Organization Effectiveness Division	**Three (3) Representatives**

Annex B: Administrative Arrangements

Conduct of Human Resource Management Assembly for FY 2026
November 30 to December 03, 2026

Lodging and Meal Arrangement

Date	Breakfast	AM SNACKS	LUNCH	PM Snacks	Dinner	Lodging
Day 1: November 30, 2026	x	x	x	x	✓	✓
Day 2: December 01, 2026	✓	✓	✓	✓	✓	✓
Day 3: December 02, 2026	✓	✓	✓	✓	✓	✓
Day 4: December 03, 2026	✓	✓	✓	✓	x	✓
Day 5: December 04, 2026	x	x	x	x	x	✓

- Check in shall begin at 2:00 PM (Day 1) and check out by 12:00 NN (Day 4).
- The program shall end of **03 December 2026 (Thursday) at 12:00 NN.**
- An optional day of additional accommodation for those with challenging flight schedules shall be provided on **04 December 2026 (Friday)**. No food/meals shall be provided on this day.
- All participants shall check out from 03 December 2026 (Thursday)12:00 NN up to 04 December 2026 (Friday) only.
- All room keys or access cards must be surrendered to the hotel reception upon check out.
- A recognition night shall be held on 03 December 2026. Dress Code is as follows:
    - Smart casual denim or dark jeans
    - Collared tops, dresses, or blouses
    - Optional indigenous design and accent (e.g. scarf, shawl, or accessory)
- All concerns regarding the accommodation and check-out arrangements shall be coordinated with the designated secretariat.

Annex C

Indicative Program Design

TIME	ACTIVITY
30 December 2026 (Monday)	
0800 to 0200	Arrival and Ingress of Participants
0200 to 0500	Early Registration
01 December 2026 (Tuesday)	
0800 to 0830	Preliminaries
0830 to 0900	Opening Remarks
0900 to 0945	BHROD Framework and HROD Priorities
0945 to 1000	Objectives, Rationale, and Program Overview
1000 to 1030	BHROD Framework and HROD Priorities
1030 to 1200	Activity Session 1
1200 to 0100	Lunch
0100 to 0430	Activity Session 2
0430 to 0500	Synthesis for Day 1
02 December 2026 (Wednesday)	
0800 to 0830	Morning Priming Sessions: Mentimeter with Prompt Questions
0830 to 1200	Activity Session 3
1200 to 0100	Lunch
0100 to 0230	LDI: Motivational Talk on HRMOs and Leadership
0230 to 0430	Activity Session 4
0430 to 0500	Synthesis for Day 2
0630 to 0900	Recognition Night and Socials
03 December 2026 (Thursday)	
0800 to 0830	Morning Priming Sessions: Mentimeter with Prompt Questions
0830 to 0945	Launching of BHROD Systems
0945 to 1100	LDI: PRIME – ESG
1100 to 1145	Commitment Setting
1145 to 1200	Closing Ceremonies
1200 to 0100	Lunch and Checkout

-Nothing follows-