



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY

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02 April 2021


DIVISION MEMORANDUM

No. 117, s. 2021

**SUBMISSION OF SCHOOL-BASED HUMAN RESOURCE  
LEARNING AND DEVELOPMENT PLAN**

To: **All Public Elementary School Heads**  
**All Public Secondary School Heads**  
**All Others Concerned**  
This Division

1. Relative to DM 78, s.2021, Re: Orientation-Workshop on Project **LEAD** (*Learning & Engagement Adaptability towards personnel Development*): A Human Resource Development (HRD) Paradigm in the New Educational Landscape conducted last March 26, 2021, this Office informs the field on the submission of the School-based Human Resource Learning and Development (HRLD) Plan on or before **April 8, 2021.**
2. Soft copy of the updated and revised HRLD Plan based on the workshop conducted must be submitted to karenrose.serrania@deped.gov.ph and to the School HRD Coordinator's Facebook messenger.
3. Further, this L&D initiative adheres to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
4. For dissemination, guidance and strict compliance.

  
OLGA C. ALONSABE, PhD, CESE  
Assistant Schools Division Superintendent  
OIC, Office of the Schools Division Superintendent

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

SGOD/KRAS/hrd

HRD/L&D PLAN

