



Republic of the Philippines
Department of Education

09 DEC 2021

OFFICE O R D E R
OO-OSEC-2021- **045**

**COMPOSITION OF THE PERSONNEL DEVELOPMENT COMMITTEE
IN THE DEPARTMENT OF EDUCATION CENTRAL OFFICE**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Division Chiefs
All Others Concerned

1. Pursuant to the Civil Service Commission Memorandum Circular (CSC MC) No. 10, s. 1989 on **Establishing a Personnel Development Committee in All Departments, Agencies, Instrumentalities, Branches, and Subdivisions on Government, Including Government-Owned or Controlled Corporations**, which aims to provide and manage professional development programs for the continuing education of the DepEd human resource, DepEd Central Office through the Bureau of Human Resource and Organizational Development, in coordination with the National Educators Academy of the Philippines (NEAP), updates the composition of the Department of Education Central Office (DepEd CO) Personnel Development Committee (PDC), previously established through the Unnumbered Office Memorandum titled, **Establishment of the Personnel Development Committee-Technical Working Group (PDC-TWG) at the DepEd Central Office**, dated March 14, 2016.
2. Following the issuance of DepEd Order No. 011, s. 2019 titled, **Implementation of the NEAP Transformation**, the oversight offices for the professional development of DepEd personnel shall be:
 - a. The Bureau of Human Resource and Organizational Development (BHROD), which attends to nonteaching personnel and shall provide guidance on the management and delivery of learning and development interventions for the nonteaching personnel in the DepEd Central Office, Regional Offices, Schools Division Offices and schools; and
 - b. The National Educators Academy of the Philippines (NEAP), which oversees and manages the professional development interventions for public school elementary, secondary and senior high school teachers and education leaders nationwide.
3. The PDC in each level of governance is organized to serve as review and recommending body that leads in examination, analysis of the proposed policies, guidelines, plans and other outputs of the L&D System, improvements, and endorses them to the head of office for approval. Scholarship committees as subcommittees to the PDC shall assist and facilitate the selection of the best-qualified employees for scholarship opportunities.

4. For DepEd Central Office, the PDC shall be composed of the following:

Chair : **Atty. Nepomuceno A. Malaluan**
Chief of Staff/Undersecretary for NEAP
Wilfredo E. Cabral
Undersecretary for HR

Vice Chair : **Atty. Anne Rachel C. Miguel**
Director of BHROD
John A. Sienna
Director of NEAP

Members : **All Bureau/Service Directors**
Representative NEU

Secretariat : **BHROD-HRDD**
Cecille A. Anyayahan, PDO V
Lyka Nichollaine Lacia, PDO III
Siljohn Rey Salazar, PDO III
Fatima B. Angeles, PDO III
Reynier B. Cruz, TA II

NEAP-PDD

Anna Marie Baligod-San Diego, SEPS, OIC-PDO V
Millie Jane T. Fudolig, SEPS
Anna Patricia V. Santos, SEPS
Aleli D. Briones, EPS II
Ma. Cecilia S. Ferraz, PDO II
Adison C. Lozano, TA II

5. The CO-PDC shall perform the following functions and responsibilities:

- a. Ensures alignment of CO L&D process with DepEd strategic goals and objectives;
- b. Provides L&D strategies and recommended directions to CO implementing units, based on needs assessment, performance evaluation results, and emerging internal and external mandates;
- c. Ensures utilization of CO-wide competency-based Learning Needs Assessment report prepared by the secretariat as part of the CO L&D master plan and office learning plans;
- d. Approves CO L&D master plans and ensure that L&D targets are aligned with the agency's budget;
- e. Recommends availment of invitations from external conventions, conferences, symposia and fora offered to CO employees;
- f. Approves criteria in selecting external service providers in conducting in-house CO Learning and Development Programs (COLDP);
- g. Approves recommended nominees in CO for local and international training and scholarship grants;
- h. Monitors L&D accomplishments of CO implementing units; and
- i. Approves annual L&D accomplishment report prepared by the Secretariat.

6. DepEd CO PDC shall ensure that the L&D planning, designing, execution, and program delivery shall be in accordance with the Equal Opportunity Principle (EOP) and the guidelines. Equal opportunities shall be given to all employees and those belonging to specialized groups. The committee shall ensure that the said groups should not be left behind because of their limitations and restrictions.

7. This Order shall take effect immediately upon its issuance and shall remain effective and in force until otherwise repealed and/or modified.

8. For clarifications or issues pertaining to the provisions contained in this Office Order, please contact the following PDC Secretariat:

- a. BHROD-Human Resource Development Division through email at bhrod.hrdd@deped.gov.ph or telephone number (02) 8470-6630, and
- b. NEAP-Professional Development Division through email at neap.pdd@deped.gov.ph or telephone number (02) 8633-8638.

9. Immediate dissemination of this Order is directed.



LEONOR MAGTOLIS BRIONES
Secretary

MCDJ/SMMA/APA/MPC, OO Composition of the PDC in the DepEd CO
0351 – December 8, 2021



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OO-OSEC-451925