



Republika ng Pilipinas

## Department of Education

DepEd MEMORANDUM

No. **023**, s. 2022

28 MAR 2022

### CREATION OF THE NATIONAL TECHNICAL WORKING GROUP FOR THE DEVELOPMENT OF THE EMPLOYEE WELFARE AND WELLNESS POLICY OF THE DEPARTMENT OF EDUCATION

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
All Others Concerned

1. The Department of Education (DepEd) through the Bureau of Human Resource and Organizational Development (BHROD) is currently drafting the Employee Welfare and Wellness (EWW) Policy.
2. For this purpose, the **National Technical Working Group (NTWG)** is hereby created. The NTWG is composed of the following:

Chairperson: **Wilfredo E. Cabral**  
Regional Director, DepEd NCR  
OIC, Office of the Undersecretary  
Human Resource and Organizational Development

Vice-Chairperson: **Atty. Anne Rachel C. Miguel**  
Director IV  
Bureau of Human Resource and  
Organizational Development

Members: **Armando C. Ruiz**, Director IV, Finance Service  
**Francis Cesar B. Bringas**, Regional Director, RO 4A  
**Bettina Aquino**, Director III, Finance Service  
**Nina Bianca D. Sanglay**, Director III, BHROD  
**Earl Ryan A. Losito**, SAO/OIC, BHROD-EWD

**Rommel H. Espinas**, BHROD-EWD  
**Margery C. Latosa**, BHROD-EWD  
**Katherine Liwayway Martija**, BHROD-EWD  
**Eugenia Tuliao**, BHROD-EWD  
**Bless D. Valdez**, BHROD-EWD  
**Ma. Luisa Ravina**, BHROD-EWD  
**Francis Allen B. Dela Cruz**, CAO, BHROD-PD  
**Mary Antonette Buñag**, SEPS, SDO-Manila  
**Holden Kirby Valdez**, EPS, RO1  
**Liberato T. Umangay**, EPS, RO2  
**Edgardo Serrano**, SEPS, RO3  
**Nadina Gatón**, SEPS, RO4A  
**Florinda Dimansana**, Chief HRDD, RO4B  
**Michael Uy**, Principal, R5  
**Francis Subong**, President, DepEd Association of Guidance Counselors and Career Advocates of the Philippines, R6  
**Mitchelin Micabani**, EPS, RO7  
**Jennylynd Daya**, Master Teacher, R8  
**Bernaldo Basiano**, Master Teacher, R8  
**Clark Arante**, SEPS, RO8  
**Marietta Anhaw**, Chief HRD, RO9  
**Marivic Labitad**, Principal, R10  
**Arjay Niño Bautista**, Principal, R11  
**Grace Patrice Mondragon**, EPS, RO12  
**Junnah Tiu**, Master Teacher, CARAGA  
**Fidel Salosagcol**, P.R.O., DepEd NEU  
**Edwin Pineda**, VP, DRRM Coordinators of the Philippines  
**Antonio Ahmad**, President, National Association of Employees in the Administrative Service

3. The NTWG shall:

- a. review relevant policies and legal bases such as issuances by the Civil Service Commission (CSC), DepEd Orders, and other pertinent documents needed for the creation and review of EWW Policy;
- b. provide substantial insights and comments during coordination and consultation meetings with other stakeholders;
- c. ensure accurate data collection and information sharing by instituting effective communication and coordination among all stakeholders and NTWG members;
- d. formulate the policies and other necessary guidelines for the implementation and institutionalization of the EWW Policy;
- e. establish the delivery and support mechanisms for the implementation of the EWW Policy;
- f. assist in the coordination of national activities for the establishment of the EWW Policy (e.g., orientations, seminars, and/or workshops);

4. This Memorandum shall take effect immediately upon its issuance and shall expire upon the issuance of the Employee Welfare and Wellness Policy.
5. The Bureau of Human Resource and Organizational Development-Employee Welfare Division (BHROD-EWD) shall serve as the lead policy proponent office and the Secretariat of the NTWG.
6. All expenses incurred by the NTWG shall be charged against local funds, subject to the usual accounting and auditing rules and procedures.
7. For more information, please contact the **Bureau of Human Resource and Organizational Development-Employee Welfare Division**, Department of Education Central Office, 4<sup>th</sup> Floor, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City, through email at [bhrod.ewd@deped.gov.ph](mailto:bhrod.ewd@deped.gov.ph).
8. Immediate dissemination of this memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Reference:  
None



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MCDJ/APA/MPC, DM NTWG of the EWW of DepEd  
0061 – March 11, 2022