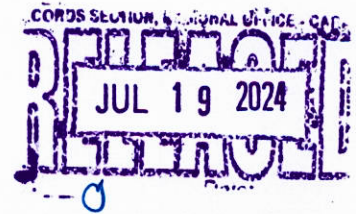




Republic of the Philippines
Department of Education
CARAGA REGION



July 05, 2024

REGIONAL MEMORANDUM

No. 0694, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
CHIEFS OF THE FUNCTIONAL DIVISIONS
This Region

**CORRIGENDUM TO REGIONAL MEMORANDUM NO. 0674, S. 2024
TITLED DEVELOPMENT OF DEPED ONBOARDING POLICY**

1. In reference to Regional Memorandum no. 0674 s. 2024, titled, Development of DepEd Onboarding Policy, the identified participant for the Focus Group Discussion and Consultation on Onboarding Policy with Incumbents and Implementers, Ms. Dorothy Joy C. Jalalon is hereby replaced by **Mary Ann Y. Nunez**, AO-IV of HRMO SDO-Agusan del Sur.
2. The activity shall be held on July 9-12, 2024, at the Linde Suites, 37 San Miguel Avenue, Ortigas Center, Pasig City.
3. All other provisions stated in RM 0674 s. 2024 are still in effect.
4. Immediate dissemination of this memorandum is directed.

MARIA INES C. ASUNCION
Director III
Officer-in-Charge
Office of the Regional Director

Encl/s.: NONE

Reference/s: RM 0674 s. 2024, DM-OUHROD-2024-1186

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

ONBOARDING PERSONNEL POLICY

HRDD/tgc
07/05/2024

Address: J.P. Rosales Avenue, Butuan City

Trunkline No: (082) 225-1151

Telefax No: (085) 342-5969

Email: caraga@deped.gov.ph

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2024-07-10852

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Effectivity	02.01.23	Page	1 of 1



Certificate No.: PHP QMS
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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

ADVISORY

July 1, 2024

Subject: Focus Group Discussion and Consultation on Onboarding Policy with Incumbents and Implementers

In reference to Memorandum **DM-OUHROD-2024-1186** with the subject: *Development of DepEd Onboarding Policy*, please be guided on the following details:

Date:	July 9-12, 2024 (inclusive of travel time)
Venue:	The Linden Suites, 37 San Miguel Avenue, Ortigas Center, Pasig City
Start of Program	July 9, 2024 2:30 PM
Room Check-in	July 9, 2024 2:00 PM
First Meal	Lunch July 9, 2024
Last Meal:	Lunch July 12, 2024
Room Check-out:	July 12, 2024 12:00 NN

For those who have not registered yet, please accomplish the online form through the link/QR code below, on or before July 4, 2024:

<https://bit.ly/RegistrationOnboardingPolicy>



Attached is the program flow for your reference. Thank you very much.

WILFREDO E. CABRAL

Regional Director

Officer-in-Charge, Undersecretary

Human Resource and Organizational Development

Focus Group Discussion and Consultation on Onboarding Policy with Incumbents and Implementers

July 9-12, 2024

The Linden Suites, Pasig City

TIME	ACTIVITY	EXPECTED OUTPUTS	IN-CHARGE
DAY 1: July 9, Tuesday			
PM	<i>Ingress and Check-in of Participants</i> <i>Opening Program</i> <i>Session 1: Preliminaries and House Rules</i> Welcome Remarks <i>Session 2: Priming presentation, Updates on RSP System, Instructions for the next day</i>		HRDD Organizing Committee, Facilitators Participants
DAY 2: July 10, Wednesday			
AM	<i>Session 3: Preliminaries, Energizer</i> <i>Session 4: Recapitulation from the priming session, Presentation of Workshop Design and Tasking</i> <i>Workshop 1: Revisiting the current practices on onboarding - break out groups (per governance level)</i>	Program Objectives and Directions, RSP Updates; Tasking of pax	HRDD Facilitators Participants
PM	<i>cont. Workshop 1: Revisiting the current practices on onboarding - break out groups (per governance level)</i> <i>Session 5: Presentation of Workshop 1 output</i>	Workshop 1 output/accomplished template	
DAY 3: July 11, Thursday			
AM	<i>Session 6: Benchmarking from other agencies' onboarding policy/program (presentation of CSC)</i> <i>Workshop 2: Benchmarking activity based on the presented onboarding policy/program of other agencies</i> Presentation of Workshop 2 output	Workshop 2 output/accomplished template	HRDD Facilitators Participants
PM	<i>Policy Agenda Setting: Main Objective/Goal of Onboarding (Entry to Exit) Role - Principles, Road Map (with guide questions)</i> <i>Workshop 3: Identifying the scope, structure, and outline of the policy and development of</i>	Draft outline and scope of the onboarding policy, comments, recommendations, agreements	HRDD Facilitators Participants

	Onboarding Framework (<i>what do you want to see on the onboarding policy</i>)		
DAY 4: July 12, Friday			
AM	Drafting general provisions of the policy <i>Session 7: Presentation of workshop 3 output (by group); discussion and noting of inputs, comments, recommendations and agreements</i>	Draft outline Policy	HRDD Facilitators Participants
PM	<i>Session 8: Presentation of Ways Forward and Next Steps</i> <i>Closing Program</i> <i>Egress of Participants</i>		HRDD Facilitators Participants