



Republic of the Philippines
Department of Education
CARAGA REGION

DEPARTMENT OF EDUCATION
RECORDS UNIT, REGIONAL OFFICE-CARAGA
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REGIONAL MEMORANDUM
No. 0948 , s. 2026

To: ASSISTANT REGIONAL DIRECTOR
SCHOOLS DIVISION SUPERINTENDENTS
All Others Concerned

RECONSTITUTION OF THE PERSONNEL DEVELOPMENT COMMITTEE
(PDC) OF DEPED CARAGA REGION

1. Pursuant to Civil Service Commission Memorandum Circular (CSC MC) No. 10, s. 1989, entitled "Establishing a Personnel Development Committee in All Departments, Agencies, Instrumentalities, Branches, and Subdivisions of Government, Including Government-Owned or Controlled Corporations," which aims to strengthen and manage professional development programs for the continuing education and growth of government personnel, the Department of Education (DepEd) Caraga Regional Office, through the Human Resource Development Division (HRDD), hereby updates the composition of the Personnel Development Committee (PDC) and its Secretariat in the DepEd Caraga Region, as follows:

Chairperson : PEDRO T. ESCOBARTE, JR., PhD, CESO V
Assistant Regional Director

Vice-Chairperson : FLORDELISA R. DALIN, EdD
Chief, Human Resource Development Division

Members : JOEL B. ROSALES
Chief, Administrative Services Division

ELAINE N. NAVARRO
Chief, Finance Division

BERNABE L. LINOG
Chief, Curriculum and Learning Management Division

EDMUND D. MENDOZA, PhD
Chief, Education Support Services Division

VIOLETA C. NUÑEZ
Chief, Policy, Planning, & Research Division

MARLYNE M. VILLAREAL
Chief, Quality Assurance Division



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ATTY. JOSE B. GUIBONE
Attorney IV, Legal Unit

SHERYL R. PUYO
AO V, Personnel Unit
Member, Nat'l. Employees Union (Level II)

RAEVEN P. SONGCAYA
AO 1/ Member, Nat'l. Employees Union
(Level I)

Secretariat :

JUNNAH B. TIU
Education Program Supervisor, HRDD

JIMMUEL O. DIVA
Education Program Supervisor, HRDD

ANALOU O. HERMOCILLA
Education Program Supervisor, FTAD

ROY S. RELE
SEPS, NEAP Caraga

ELMER AGUSTUS F. CONDE, PhD
EPS-II, NEAP Caraga

FE M. BARING
Teacher Credential Evaluator II

2. The Personnel Development Committee shall have the prime accountabilities as follows:

- Recommends the participation of personnel in Learning and Development (L&D) activities, including training programs, seminar-workshops, conventions, conferences, symposia, and fora sponsored by non-government organizations and private institutions.
- Serves as the Scholarship Committee responsible for screening, nominating, and recommending personnel from the Regional Office and Schools Division Offices (SDOs) for local and international scholarships, training programs, and fellowship grants.
- Cascades the Regional Education Development Plan (REDP) directions and priorities, which serve as the foundation for all regional L&D programs and initiatives.
- Develops and/or implements guidelines for the selection of nominees for L&D and scholarship programs in accordance with DepEd policies and standards.



- Recommends the designation of members of the L&D Program Management Team (PMT), as necessary, to implement one or more L&D subsystems.
 - Reviews the Regional Office (RO) and Schools Division Offices' Strategic Plans for Professional Development (SPPDs) and monitors their approval and implementation.
 - Reviews and endorses the RO-SPPD accomplishment reports and results to the Regional Director for approval.
 - Reviews and recommends the approval of the Learning and Development Needs Assessment (LDNA) Plan and directs the L&D PMT to proceed with its implementation.
 - Reviews and endorses the LDNA Report to the Regional Director for approval.
 - Reviews and approves program designs and learning resource packages for L&D initiatives.
 - Monitors the progress of L&D program implementation and provides updates to the Regional Director.
 - Ensures the effective implementation of L&D Quality Assurance, Technical Assistance, Monitoring, and Evaluation (QATAME) processes, procedures, and reporting mechanisms within the Regional Office.
 - Collaborates with other Human Resource (HR) bodies to strengthen alignment among the Performance Management System (PMS), Recruitment, Selection, and Placement (RSP), and the Rewards and Recognition (R&R) System.
3. For information, guidance, and compliance.

ALLAN G. FARNAZO
Director IV

RSR/HRDD/RECONSTITUTION OF THE PERSONNEL DEVELOPMENT COMMITTEE...
15214/September 14, 2026



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