



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF ANGELES CITY



April 6, 2021

DIVISION MEMORANDUM

No. 079 S. 2021

**TRAINING NEEDS ASSESSMENT OF THE ORGANIZATIONAL AND PROFESSIONAL
DEVELOPMENT OF THE NON -TEACHING PERSONNEL (OPDNTP)**

TO: Assistant School Division Superintendent
Chief, School Governance and Operations Division
OIC, -Chief, Curriculum Implementation Division
Heads, Public Elementary and Secondary Schools
Unit Heads

1. Please be informed of the issued Regional Memorandum No. 100 s. 2021 titled "Training Needs Assessment of the Organizational and Professional Development of the Non- Teaching Personnel (ONTP).
2. All Division and School -Based Non-Teaching Personnel are required to accomplish the Online Training Needs Assessment Tool on or before April 8, 2021 using this link:
<https://forms.gle/gvajDrLAHskksdHF8>
3. See attached sheet for reference.
4. Immediate dissemination of and strict compliance with the contents of this Memorandum is earnestly desired.

MA. IRELYN P. TAMAYO PhD, CESE
Assistant Schools Division Superintendent
Officer -in- Charge *ch*
Office of the Schools Division Superintendent



Address: Jesus Street, Pulungbulu, Angeles City
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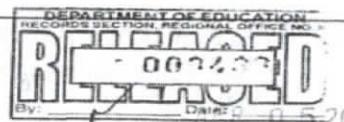


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Republic of the Philippines
Department of Education
 REGION III-CENTRAL LUZON



REGIONAL MEMORANDUM
 No. 100, s. 2021

TRAINING NEEDS ASSESSMENT FOR THE ORGANIZATIONAL AND PROFESSIONAL DEVELOPMENT OF NON-TEACHING PERSONNEL (OPDNTP)

To : Schools Division Superintendents
 Chiefs of Functional Divisions

1. The Office of the Undersecretary for Planning, Human Resource and Organization Development has downloaded to the Regional Office III funds for the Organizational and Professional Development for Non-Teaching Personnel (OPDNTP) in the amount of *Three Million Three Hundred Eighty-Three pesos (P3,383,00.00)*.
2. In view of the above premise, this Office, through the Human Resource Development Division and National Educators Academy of the Philippines, Region III (HRDD-NEAP-RIII) whose mandate is to provide professional development initiatives to all personnel of the region, shall be conducting training programs specifically for the regular/permanent incumbents of non-teaching positions who were rarely trained or who have not been trained at all.
3. To objectively address the professional development areas of the non-teaching personnel, this Office will conduct an online Training Needs Assessment (TNA) among the non-teaching employees. Schools Division Offices and Functional Divisions are requested to inform their non-teaching personnel to accomplish the said survey through the link below on or before April 8, 2021:

https://l.facebook.com/l.php?u=https%3A%2F%2Fdocs.google.com%2Fforms%2Fd%2F1iY-xUI_vn7-Pdr6Xov12PwhaWuW4sMILJkA1ujV5NVQ%2Fedit%3Fusp%3Ddrivesdk%26fbclid%3DlwaR1SxwxSREJUI13R3uE7ILfLIXagzch8s9xKwm56EIQq5G0q1mQShcugEmM&h=AT1VhLJlxL11YdWQXhdzDI1f6cZuQ1g5PA2xJLNpS15nIIPSj2M0TpRqExYcbWe7iGfYod0umCvIcRwhGzos7maBMEw5a8K92hdvt2hf8iEigt7mcpq93oryHCXLMjqCZY



Address: Matalino St. D.M. Government Center, Maimpis, City of San Fernando (P)
 Telephone Number: (045) 598-8580 to 89; Email Address: region3@deped.gov.ph



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4. Based on the data to be culled out from the survey, the HRDD-NEAP, R-III shall design training program/s that will respond to the professional development needs of the non-teaching personnel through alternative training delivery modalities.



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4. Based on the data to be culled out from the survey, the HRDD-NEAP, R-III shall design training program/s that will respond to the professional development needs of the non-teaching personnel through alternative training delivery modalities.

5. Immediate dissemination of and compliance with this Memorandum is earnestly desired.


MAY B. ECLAR, PhD, CESO III
 Regional Director

HRDD1/2021/2021
 March 29, 2021



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