



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

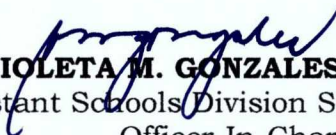
APR 21 2026

MEMORANDUM
No. 163 s. 2026

**SUBMISSION OF THE UPDATED 2026-2027 MULTI-YEAR SCHOOLS DIVISION
OFFICE LEARNING AND DEVELOPMENT PLAN**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to the **Regional Memorandum 283, s. 2026 and DM-OUHRODI-2026-1048** regarding Submission of the Updated 2026-2027 Multi-year Schools Office Learning and Development, contents of which are self-explanatory for the information and guidance of all concerned.
2. The initiative aims to ensure that all Learning and Development Objectives address the competency gaps of non-teaching personnel,
3. The deadline for submission is on **April 24, 2026, Friday, at 5:00 pm.**
4. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES CESO VI
 Assistant Schools Division Superintendent
 Officer-In-Charge
 Office of the Schools Division Superintendent

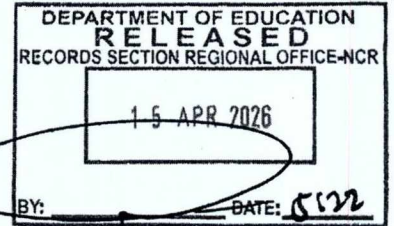
Encl: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects

SCHOOLS	EMPLOYEES	DATA	TRAINING
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IMR/Submission of OTPNPT for Non-Teaching
163/April 18, 2026



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



April 14, 2026

REGIONAL MEMORANDUM

No. 283 s. 2026

To: Schools Division Superintendents

RECEIVED BY:
MA 4/16/26 10:02am
MARLON A. SALONGA
SDO-MUNTINLUPA (RECORDS UNIT)


SUBMISSION OF THE UPDATED 2026–2027 MULTI-YEAR SCHOOLS DIVISION OFFICE LEARNING AND DEVELOPMENT PLAN

1. In reference to DM-OUHRODI-2026-1048 from the Bureau of Human Resource and Organizational Development (BHROD) and by virtue of Office Order OO-OSEC-2023-086, this Office directs all Schools Division Offices to update and submit their Multi-year Office Learning and Development Plans (OLDP) for Fiscal Years (FY) 2026–2027.
2. This initiative aims to ensure that all Learning and Development objectives address the competency gaps of non-teaching personnel. Furthermore, it seeks to align all capacity-building programs with the Quality Basic Education Plan (QBEDP) and the Five-Point Agenda of the Department.
3. The SDOs are directed to comply with the following:
 - a) Revisit and update the 2026 to 2027 OLDPs submitted in 2025 to validate all L&D proposals and ensure program relevance;
 - b) Consolidate the LDPs of SDOs, including school-based non-teaching personnel, ensuring uniformity and compliance with the existing template (Annex A); and
 - c) Submit the soft copies of the approved 2026–2027 OLDP in both PDF and Excel formats through the link <https://bit.ly/2026-2027ROLDP> following the prescribed file name format: OLDP 26-28_SDO Name
4. The deadline for submission is **April 24, 2026, Friday, at 5:00 p.m.**
5. BHROD shall review and approve the submitted plans as basis for the allocation and release of the FY 2026 Organizational and Professional Development Fund for Non-Teaching Personnel-Program Support Fund (OPDNTP-PSF) amounting to Fifty-Seven Million Nine Hundred Eighteen Thousand Pesos (₱57,918,000.00). Said fund shall be downloaded to this Office for the implementation of L&D programs for field non-teaching personnel.



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

6. For any questions or concerns, you may coordinate with Arren V. Aduan, Education Program Supervisor, HRDD NEAP-R via email at hrdd.ncr@deped.gov.ph.
7. Immediate dissemination of and strict compliance with this Memorandum is desired.

JOCELYN DR ANDAYA 
Regional Director, NCR
concurrent Officer-in-Charge, Office of the
Assistant Secretary for Operations



Republika ng Pilipinas

Department of Education


OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE

MEMORANDUM

DM-OUHRODI-2026-1047

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
CHIEFS, REGIONAL HRDD
SCHOOL DIVISION OFFICE GOVERNANCE & OPERATIONS
DIVISION
ALL OTHER CONCERNED

FROM : 
WILFREDO E. OABRAL
Undersecretary
Human Resource and Organizational Development and
Infrastructure

SUBJECT : **Submission of the FY 2026 and 2027 Regional Office Learning and Development Plan for Non-Teaching Personnel**

DATE : March 31, 2026

This has reference to the Multi-year Regional Office Learning and Development Plan (OLDP) submitted during the conduct of the previous Recalibration Workshop for the Regional Learning and Development (L&D) for the field offices in 2024-2025.

To ensure that all L&D objectives are aimed to address the learning gaps of the non-teaching personnel, and all capacity building programs of the field offices are aligned with the Quality Basic Education Plan (QBEDP) and the Five (5) Point Agenda, the Bureau of Human Resource and Organizational Development (BHROD), by virtue of Office Order OO-OSEC-2023-086 as the Secretariat of the Personnel Development Committee, is instructing all the Regional Office (RO) and School Division Office (SDO) to comply with the following:

1. Revisit and update the 2026 and 2027 OLDP submitted last 2025 to validate all the L&D proposals, and check for program relevance this year;
2. Consolidate OLDP of SDOs including schools non-teaching personnel, and ensure uniformity and compliance with the existing OLDP template (See Annex A)
3. Submit the soft copy of the approved 2026-2027 OLDP through this link: <https://bit.ly/2026-2027ROOLDP> both in PDF and Excel following the prescribed file name format: [OLDP 26-27] (Name of RO/SDO) on **April 24, 2025, Friday, 5:00 PM.**



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUHROD	Rev	00
Effectivity	03 23 23	Page	1 of 2



BHROD shall review and approve these OLDPs which shall serve as reference in allocating and releasing the FY 2026 Organizational and Professional Development Fund for Non-Teaching Personnel-Program Support Fund (OPDNTP-PSF) amounting to **Php 57,918,000.00**. The PSF shall be downloaded to the Regional Offices to fund the implementation and delivery of the L&D programs and activities for field non-teaching personnel.

For any concerns or clarifications, kindly contact Mr. Siljohn Rey Salazar of the BHROD-Human Resource and Development Division at (02) 8470- 6630 or through email at hrdd@deped.gov.ph, copy furnished siljohn.salazar@deped.gov.ph.

For your information and appropriate action.

[HRDD/Salazar]



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
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Annex A

Office Learning and Development Plan

Fiscal Year:
Office/Division:
Region:
Office Email Address:
Focal Person:
Contact Details: (Viber)

Office	Job Group & Positions	Competency/ Performance Gap	Learning Objectives	Learning Interventions	Learning Modality	No. of Targets	Date and Venue	Results	Budgetary Requirements

Prepared by:

Recommending Approval:

Approved by:

(Name of Personnel)

Date:

(Name of Immediate Supervisor)

Date:

(Name of PDC Chair)

Date:





SDO Muntinlupa <sdo.muntinlupa@gmail.com>

[DM-OUHRODI-2026-1048] SUBMISSION OF THE FY 2026 AND 2027 REGIONAL OFFICE LEARNING AND DEVELOPMENT PLAN FOR NON-TEACHING PERSONNEL

1 message

Office of the Undersecretary for Human Resource and Organizational Development (OUHROD) <usec.hrod@deped.gov.ph>

Mon, Apr 13, 2026 at 9:04 AM

To: DepEd I Ilocos Region <region1@deped.gov.ph>, DepEd II Cagayan Valley Region <region2@deped.gov.ph>, DepEd III Central Luzon <region3@deped.gov.ph>, DepEd IVA CALABARZON <region4a@deped.gov.ph>, DepEd IVB MIMAROPA <mimaropa.region@deped.gov.ph>, DepEd V Bicol Region <region5@deped.gov.ph>, DepEd VI Western Visayas <region6@deped.gov.ph>, DepEd VII Central Visayas <region7@deped.gov.ph>, DepEd VIII Eastern Visayas <region8@deped.gov.ph>, DepEd IX Zamboanga Peninsula <region9@deped.gov.ph>, DepEd X Northern Mindanao <region10@deped.gov.ph>, DepEd XI Davao Region <region11@deped.gov.ph>, DepEd XII Soccsksargen <region12@deped.gov.ph>, DepEd Region XIII- CARAGA <caraga@deped.gov.ph>, DepEd Cordillera Administrative Region <car@deped.gov.ph>, DepEd NCR <ncr@deped.gov.ph>, PAU NCR <pau.ncr@deped.gov.ph>, "Negros Island Region (NIR)" <nir@deped.gov.ph>, DepEd Ilocos Norte <ilocos.norte@deped.gov.ph>, DepEd Ilocos Sur <ilocos.sur@deped.gov.ph>, DepEd La Union <la.union@deped.gov.ph>, DepEd SDO1 Pangasinan <pangasinan1@deped.gov.ph>, DepEd SDO Pangasinan 2 <pangasinan2@deped.gov.ph>, DepEd Dagupan <dagupan.city@deped.gov.ph>, DepEd Laoag City <laoag.city@deped.gov.ph>, "DepEd San Carlos City (Reg. 6)" <sancarlos.city6@deped.gov.ph>, DepEd Urdaneta City <urdaneta.city@deped.gov.ph>, DepEd Candon City <candon.city@deped.gov.ph>, DepEd Alaminos City <alaminos.city@deped.gov.ph>, DepEd Vigan City <vigan.city@deped.gov.ph>, depedcspf@gmail.com, DepEd Batac City <batac.city@deped.gov.ph>, DepEd Batanes <batanes@deped.gov.ph>, sdo cagayan <sdo.cagayan@deped.gov.ph>, DepEd SDO Isabela <isabela@deped.gov.ph>, Nueva Vizcaya <nuevavizcaya@deped.gov.ph>, quirino.depedro2@gmail.com, DepEd Tuguegarao <tuguegarao@deped.gov.ph>, DepEd SDO Cauayan City <cauayancity@deped.gov.ph>, DepEd Santiago City <santiago.city@deped.gov.ph>, DepEd SDO Ilagan Region 02 <ilagan@deped.gov.ph>, DepEd San Jose City <sanjose.city@deped.gov.ph>, DepEd SDO Aurora <aurora@deped.gov.ph>, DepEd Bataan <bataan@deped.gov.ph>, DepEd Bulacan <bulacan@deped.gov.ph>, DepEd Nueva Ecija <nueva.ecija@deped.gov.ph>, DepEd SDO Pampanga <pampanga@deped.gov.ph>, DepEd Tarlac <tarlac@deped.gov.ph>, DepEd SDO Zambales <zambales@deped.gov.ph>, DepEd Angeles City <angeles.city@deped.gov.ph>, DepEd Cabanatuan City <cabanatuan.city@deped.gov.ph>, DepEd SDO Olongapo City <olongapo.city@deped.gov.ph>, DepEd San Jose del Monte City <sanjosedelmonte.city@deped.gov.ph>, DepEd Gapan City <gapan.city@deped.gov.ph>, DepEd Tarlac City <tarlac.city@deped.gov.ph>, DepEd Munoz Science City <munozscience.city@deped.gov.ph>, DepEd Balanga City <balanga.city@deped.gov.ph>, DepEd Malolos City <malolos.city@deped.gov.ph>, DepEd Meycauayan City <meycauayan.city@deped.gov.ph>, DepEd Mabalacat City <mabalacat.city@deped.gov.ph>, DepEd Baliwag City <baliwag.city@deped.gov.ph>, DepEd Dasmaringas City <dasmaringas.city@deped.gov.ph>, DepEd SDO Batangas <deped.batangas@deped.gov.ph>, DepEd Cavite <deped.cavite@deped.gov.ph>, DepEd Laguna <laguna@deped.gov.ph>, DepEd Quezon <quezon@deped.gov.ph>, DepEd Rizal <rizal@deped.gov.ph>, Division Batangascity <division.batangascity@deped.gov.ph>, DepEd Cavite City <cavite.city@deped.gov.ph>, DepEd SDO Lipa City <deped.lipacity@deped.gov.ph>, DepEd Lucena City <lucena.city@deped.gov.ph>, DepEd Division of San Pablo City <sanpablo.city@deped.gov.ph>, DepEd Calamba City <calamba.city@deped.gov.ph>, DepEd Antipolo City <antipolo.city@deped.gov.ph>, <lucena.city@deped.gov.ph>, <quezon@deped.gov.ph>, <rizal@deped.gov.ph>, <sanpablo.city@deped.gov.ph>, <santarosa.city@deped.gov.ph>, <tanauan.city@deped.gov.ph>, <tayabas.city@deped.gov.ph>, <region4b@deped.gov.ph>, <calapan.city@deped.gov.ph>, <marinduque@deped.gov.ph>, <occidental.mindoro@deped.gov.ph>, <tanauan.city@deped.gov.ph>, "DepEd Sta. Rosa City" <santarosa.city@deped.gov.ph>, DepEd Tayabas City <tayabas.city@deped.gov.ph>, DepEd Bacoor City <bacoor.city@deped.gov.ph>, DepEd Imus City <imus.city@deped.gov.ph>, DepEd SDO Binan City <deped.binacity@deped.gov.ph>, DIVISION CABUYAO <division.cabuyao@deped.gov.ph>, General Trias <division.gentri@deped.gov.ph>, SAN PEDRO DIVISION <division.sanpedro@deped.gov.ph>, "SDO STO. TOMAS CITY" <sdo.santotomas@deped.gov.ph>, calaca.district@deped.gov.ph, sdocityofcarmona@gmail.com, marinduque@deped.gov.ph, DepEd SDO Occidental Mindoro <occidental.mindoro@deped.gov.ph>, DepEd Oriental Mindoro <oriental.mindoro@deped.gov.ph>, DepEd Palawan <palawan@deped.gov.ph>, deped.sdoromblon@deped.gov.ph, Puerto Princesa City SDO <puertoprincesa@deped.gov.ph>, DEPED CALAPAN CITY <calapan.city@deped.gov.ph>, DepEd Albay <albay@deped.gov.ph>, DepEd Camarines Norte <camarines.norte@deped.gov.ph>, DepEd Camarines Sur <camarines.sur@deped.gov.ph>, DepEd Catanduanes <catanduanes@deped.gov.ph>, sdo-masbate_province <masbate@deped.gov.ph>, Sdo-sorsogon_province <sorsogon@deped.gov.ph>, DepEd Iriga City <iriga.city@deped.gov.ph>, DepEd Legazpi City <legazpi.city@deped.gov.ph>, DepEd Naga City <naga.city@deped.gov.ph>, DepEd Sorsogon City <sorsogon.city@deped.gov.ph>, DepEd Tabaco City <tabaco.city@deped.gov.ph>, DepEd Ligao City <ligao.city@deped.gov.ph>, DepEd Masbate City <masbate.city@deped.gov.ph>, DEPED AKLAN <aklan@deped.gov.ph>, DepEd Antique <antique@deped.gov.ph>, DepEd Capiz <capiz@deped.gov.ph>, DepEd Guimaras <guimaras@deped.gov.ph>, DepEd Iloilo <iloilo@deped.gov.ph>, iloilocitydivision@gmail.com, DepEd Roxas

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<misamis.oriental@depded.gov.ph>, DepEd Cagayan de Oro City <cagayandeoro.city@depded.gov.ph>, DepEd Gingoog City <gingoog.city@depded.gov.ph>, DepEd Iligan City <iligan.city@depded.gov.ph>, deped ozamiz <depded1miz@gmail.com>, DepEd SDO Oroquieta <depedoroqueieta@gmail.com>, DepEd Tangub City <tangub.city@depded.gov.ph>, depedvalencia21@gmail.com, DepEd El Salvador City <elsalvador.city@depded.gov.ph>, DEPED COMPOSTELA VALLEY <compostela.valley@depded.gov.ph>, DepEd Tagum City <tagum.city@depded.gov.ph>, deped.davsur@gmail.com, Davao.Oriental@depded.gov.ph, DEPED DAVAO CITY <davao.city@depded.gov.ph>, DepEd Digos City <digos.city@depded.gov.ph>, DEPED PANABO CITY <panabo.city@depded.gov.ph>, SAMAL CITY DIVISION <samalcity@depded.gov.ph>, DEPED MATI CITY <mati.city@depded.gov.ph>, division.davaooccidental@depded.gov.ph, northcotabato.division@depded.gov.ph, DEPED SARANGGANI <saranggani@depded.gov.ph>, SOUTH COTABATO <south.cotabato@depded.gov.ph>, DepEd Sultan Kudarat <sultan.kudarat@depded.gov.ph>, deped gensan <depdedgensan@depded.gov.ph>, DepEd Kidapawan <kidapawan.city@depded.gov.ph>, DepEd Koronadal City <koronadal.city@depded.gov.ph>, DepEd Tacurong City <Tacurong.city@depded.gov.ph>, agusan norte <agusan.norte@depded.gov.ph>, DEPED AGUSAN DEL SUR <depdedagusandelsur@depded.gov.ph>, DEPED BUTUAN CITY <butuan.city@depded.gov.ph>, DepEd Siargao <siargao@depded.gov.ph>, DepEd Surigao City <surigao.city@depded.gov.ph>, DepEd Surigao Del Norte <surigao.delnorte@depded.gov.ph>, Surigao del Sur Division <surigaodelsur.division@depded.gov.ph>, DepEd Bislig City <bislig.city@depded.gov.ph>, personnel.dinagatdivision@gmail.com, hrmpsb.dinagat@depded.gov.ph, "Division of Bayugan Ci..." <depded.bayugan@gmail.com>, DepEd Cabadbaran City <cabadbaran.city@depded.gov.ph>, DepEd Tandag City <tandag.city@depded.gov.ph>, DepEd Abra <abra@depded.gov.ph>, DepEd Apayao <apayao@depded.gov.ph>, DepEd Benguet <benguet@depded.gov.ph>, DepEd Ifugao <ifugao@depded.gov.ph>, "cc: DEPED KALINGA" <kalinga@depded.gov.ph>, DepEd Mountain Province <mt.province@depded.gov.ph>, "to: Baguio City" <baguio.city@depded.gov.ph>, Deped Tabuk City <tabuk.city@depded.gov.ph>, depedsanjuan@gmail.com, DepEd Navotas City <navotas.city@depded.gov.ph>, DEPED MANILA <manila@depded.gov.ph>, DEPED QUEZON CITY <quezon.city@depded.gov.ph>, DepEd SDO Pasay City <depdedpasaycity@yahoo.com>, DEPED CALOOCAN CITY <caloocan.city@depded.gov.ph>, DepEd Mandaluyong <sdo.mandaluyong@depded.gov.ph>, SDO MARIKINA <sdo.marikina@depded.gov.ph>, DepEd Makati <makati.city@depded.gov.ph>, DEPED PASIG CITY <pasig.city@depded.gov.ph>, DEPED PARANAQUE CITY <paranaque.city@depded.gov.ph>, DepEd Las Pinas City <laspinas.city@depded.gov.ph>, DEPED VALENZUELA CITY <valenzuela.city@depded.gov.ph>, DepEd Malabon City <malabon.city@depded.gov.ph>, DEPED TAGUIG PATEROS <taguig.pateros@depded.gov.ph>, DepEd Muntinlupa <sdo.muntinlupa@gmail.com>, DepEd Dumaguete City <dumaguete.city@depded.gov.ph>, DepEd Negros Oriental <negros.oriental@depded.gov.ph>, DEPED SIQUIJOR <siquijor@depded.gov.ph>, DepEd Bayawn City <bayawan.city@depded.gov.ph>, depedtanjaycity@depded.gov.ph, DepEd Bais City <bais.city@depded.gov.ph>, DepEd Guihulngan City <guihulngan.city@depded.gov.ph>, DEPED NEGROS OCCIDENTAL <negros.occidental@depded.gov.ph>, deped division of bacolod city <bacolod.city@depded.gov.ph>, DEPED BAGOCITY <depded.bagocity@depded.gov.ph>, DEPED CADIZCITYDIVISION <depded.cadizcitydivision@depded.gov.ph>, DEPED LACARLOTA CITY <lacarlota.city@depded.gov.ph>, DEPED SAGAY CITY <sagay.city@depded.gov.ph>, DEPED SILAY <depded.silay@depded.gov.ph>, DEPED KABANKALAN CITY <kabankalan.city@depded.gov.ph>, ESCALANTE CITY <escalante.city001@depded.gov.ph>, "Cc: SCHOOLS DIVISION OF HIMAMAYLAN CITY" <himamaylan.city@depded.gov.ph>, DEPED SIPALAY CITY <depded.sipalaycity@depded.gov.ph>, victorias city <victorias.city@depded.gov.ph>, DepEd Canlaon City 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Cc: Human Resource Development Division <bhrd.hrdd@depded.gov.ph>, Siljohn Rey Salazar <siljohn.salazar@depded.gov.ph>, Rizza Buiza <rizza.buiza@depded.gov.ph>, Janzen Alarcio <janzen.alarcio@depded.gov.ph>, Andrea Lim <andrea.lim002@depded.gov.ph>, MOHAMMAD KHALID GUNTING <mohammadkhalid.gunting@depded.gov.ph>, Adrian Conti <adrian.conti@depded.gov.ph>, Sharon Ayala <sharon.ayala@depded.gov.ph>, Rachel Malate <rachel.malate001@depded.gov.ph>, SONIA SOBREMISANA <sonia.sobremisana@depded.gov.ph>, Leona Victoria Teves <leona.teves@depded.gov.ph>, Myrben Paul Baclig <myrben.baclig@depded.gov.ph>, Marck Eric Jhon Esole <marck.esole@depded.gov.ph>

Dear **REGIONAL DIRECTORS, SCHOOLS DIVISION SUPERINTENDENTS, CHIEFS, REGIONAL HRDD, SCHOOL DIVISION OFFICE GOVERNANCE & OPERATIONS DIVISION**

and ALL OTHER CONCERNED,

This has reference to the Multi-year Regional Office Learning and Development Plan (OLDP) submitted during the conduct of the previous Recalibration Workshop for the Regional Learning and Development (L&D) for the field offices in 2024-2025.

To ensure that all L&D objectives are aimed to address the learning gaps of the non-teaching personnel, and all capacity building programs of the field offices are aligned with the Quality Basic Education Plan (QBEDP) and the Five (5) Point Agenda, the Bureau of Human Resource and Organizational Development (BHROD), by virtue of Office Order OO-OSEC-2023-086 as the Secretariat of the Personnel Development Committee, is instructing all the Regional Office (RO) and School Division Office (SDO) to comply with the following:

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For any concerns or clarifications, kindly contact Mr. Siljohn Rey Salazar of the BHROD-Human Resource and Development Division at (02) 8470- 6630 or through email at bhrod.hrdd@deped.gov.ph, copy furnished siljohn.salazar@deped.gov.ph.

For your information and appropriate action.



Office of the Undersecretary for Human Resource
and Organizational Development (OUHROD)
Tel. No.: (02)8633-7206 | Telefax No.: (02) 8631-8494
DEPARTMENT OF EDUCATION
DepEd Complex, Meralco Ave., Pasig City 1600
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[DM-OUHRODI-2026-1048] SUBMISSION OF THE FY 2026 AND 2027 REGIONAL OFFICE LEARNING AND DEVELOPMENT PLAN FOR NON-TEACHING PERSONNEL.pdf

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Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE

MEMORANDUM

DM-OUHRODI-2026-1041

TO : **REGIONAL DIRECTORS**
SCHOOLS DIVISION SUPERINTENDENTS
CHIEFS, REGIONAL HRDD
SCHOOL DIVISION OFFICE GOVERNANCE & OPERATIONS
DIVISION
ALL OTHER CONCERNED

FROM : **WILFREDO E. OABRAL**
Undersecretary
Human Resource and Organizational Development and
Infrastructure

SUBJECT : **Submission of the FY 2026 and 2027 Regional Office Learning and Development Plan for Non-Teaching Personnel**

DATE : March 31, 2026

This has reference to the Multi-year Regional Office Learning and Development Plan (OLDP) submitted during the conduct of the previous Recalibration Workshop for the Regional Learning and Development (L&D) for the field offices in 2024-2025.

To ensure that all L&D objectives are aimed to address the learning gaps of the non-teaching personnel, and all capacity building programs of the field offices are aligned with the Quality Basic Education Plan (QBEDP) and the Five (5) Point Agenda, the Bureau of Human Resource and Organizational Development (BHROD), by virtue of Office Order OO-OSEC-2023-086 as the Secretariat of the Personnel Development Committee, is instructing all the Regional Office (RO) and School Division Office (SDO) to comply with the following:

1. Revisit and update the 2026 and 2027 OLDP submitted last 2025 to validate all the L&D proposals, and check for program relevance this year;
2. Consolidate OLDP of SDOs including schools non-teaching personnel, and ensure uniformity and compliance with the existing OLDP template (See Annex A)
3. Submit the soft copy of the approved 2026-2027 OLDP through this link: <https://bit.ly/2026-2027ROLDP> both in PDF and Excel following the prescribed file name format: [OLDP 26-27] (Name of RO/SDO) on **April 24, 2025, Friday, 5:00 PM.**



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BHROD shall review and approve these OLDPs which shall serve as reference in allocating and releasing the FY 2026 Organizational and Professional Development Fund for Non-Teaching Personnel-Program Support Fund (OPDNTP-PSF) amounting to **Php 57,918,000.00**. The PSF shall be downloaded to the Regional Offices to fund the implementation and delivery of the L&D programs and activities for field non-teaching personnel.

For any concerns or clarifications, kindly contact Mr. Siljohn Rey Salazar of the BHROD-Human Resource and Development Division at (02) 8470- 6630 or through email at bhrod.hrdd@deped.gov.ph, copy furnished siljohn.salazar@deped.gov.ph.

For your information and appropriate action.

[HRDD/ Salazar]



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Annex A

Office Learning and Development Plan

Fiscal Year:
Office/Division:
Region:
Office Email Address:
Focal Person:
Contact Details: (Viber)

Office	Job Group & Positions	Competency/ Performance Gap	Learning Objectives	Learning Interventions	Learning Modality	No. of Targets	Date and Venue	Results	Budgetary Requirements

Prepared by:

Recommending Approval:

Approved by:

(Name of Personnel)

(Name of Immediate Supervisor)

(Name of PDC Chair)

Date:

Date:

Date:



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4-14-26

BY: EVELYN N. DINGAL

TIME: _____