



Republic of the Philippines  
**Department of Education**  
**NEGROS ISLAND REGION**

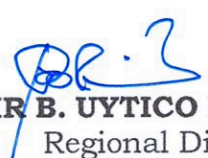
MAY 04 2026

**OFFICE MEMORANDUM**  
HRDD – 2026 - 007

**COORDINATION MEETING ON THE DESIGNING OF THE DEPED NIR  
INDUCTION PROGRAM FOR NEWLY HIRED RO PERSONNEL**

To: Regional Functional Division Chiefs and Unit Heads  
All Others Concerned

1. This Office, through the Human Resource Development Division(HRDD), shall conduct a coordination meeting on the **Designing of the DepEd Negros Island Region Induction Program for Newly Hired RO Personnel** on May 4, 2026, 9:00 a.m. at the Regional Office.
2. The activity aims to:
  - a. present the 5-Phase Induction Program Development Framework: Detail the structured progression of the induction program through the Planning, Development, Validation, Implementation, and Evaluation phases;
  - b. organize the Work Team: Formally designate personnel to specific roles, including Instructional Designers; and
  - c. establish Design Standards: Orient the team on the specific requirements for content drafting, instructional design, and technical construction.
3. All Functional Division Chiefs with their identified personnel who shall act as instructional designers to attend this activity.
4. For queries, contact Katherine Y. Sedillo, CES at 09156195574 or Queenie Butalid E. Butalid EdD, OIC-EPS at 09989909310 of the Human Resource Development Division.
5. Immediate dissemination of this Memorandum is desired.

  
**RAMIR B. UYTICO EdD, CESO III**  
Regional Director

08/QEB/ HRDD/ Induction Program for Newly Hired RO Personnel/ April 30, 2026



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