



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

March 1, 2023

REGION MEMORANDUM
HRDD-2023-012

**SUBMISSION OF CATCH-UP PLAN FOR UNUTILIZED 2022 HRD-PSF
INSET AND OPDNTF FUNDS**

To: Schools Division Superintendents
All Other Personnel Concerned

1. Schools Division Offices (SDOs) have received Human Resource Development-Program Support Fund (HRD-PSF), In-Service Training Fund, and Organizational and Professional Development of Non-Teaching Personnel (OPDNTF) to support the continuing professional development of teachers and school leaders in schools and learning centers.
2. Fiscal year 2022 funds can still be utilized for 2023 as continuing funds, however, based on the report presented during the fourth quarter HRDD-HRDS Program Implementation Review (PIR) last January 26-27, 2023, there are still SDOs that were not able to fully utilize the funds.
3. Anent, all SDOs with unutilized 2022 continuing funds are required to submit duly approved catch-up plans using the enclosed template on or before March 15, 2023.
4. Furthermore, the catch-up plan shall be presented and reported during the first quarter PIR on March 30-31, 2023.
5. For inquiries and clarifications, email HRDD-NEAP R-XII at neap.ro12@deped.gov.ph or contact Maricel B. Dignadice, Education Program Specialist II, through maricel.bacaling@deped.gov.ph.
6. For information and compliance.


CARLITO D. ROCAFORT
Director IV

Enclosure: As stated
Reference: None
Allotment: 2022 Continuing Fund
To be indicated in the Perpetual Index under the following Subjects:
ALLOCATION FUNDS

MBD/HRDD/RM/SUBMISSION OF CATCH-UP PLAN FOR UNUTILIZED 2022 HRD and OPDNTF FUNDS/010/March 1, 2023



Regional Center, Brgy. Carpenter Hill, City of Koronadal
Telefax No.: (083) 2288825/ (083) 2281893
Website: depedroxii.org Email: region12@deped.gov.ph





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Enclosure to Region Memorandum HRDD-2023-012

CATCH-UP PLAN

<i>Instruction: Please check the appropriate box/ es.</i> Type of Fund: <input type="checkbox"/> 2022 HRD-PSF Continuing <input type="checkbox"/> 2022 HRD-INSET Continuing <input type="checkbox"/> 2022 OPDNTP Continuing		Unutilized Amount: _____ - _____ - _____		
Program/Activity/Projects	Reasons/Factors for Delay	Action Plan	Person-in-Charge	Target Date of Implementation

Prepared by:

HRDS-Senior Education Program Specialist

Recommending Approval:

SGOD-Chief Education Supervisor

Approved by:

Schools Division Superintendent

