



Republic of the Philippines
Department of Education
CARAGA REGION



June 30, 2021

REGIONAL MEMORANDUM
No. 456, s. 2021

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

ONLINE VALIDATION AND CONSULTATION WORKSHOP ON THE DRAFT
EMPLOYEE WELFARE AND WELLNESS POLICY

1. In reference to Memorandum DM-PHROD-2021-0489 from the office of Undersecretary Jesus L.R. Mateo, Planning and Human Resource and Organizational Development, the Department of Education (DepEd) through the Bureau of Human Resource and Organizational Development-Employee Welfare Division (BHROD-EWD) will conduct an Online Validation and Consultation Workshop on the Draft Employee Welfare and Wellness Policy from **July 21-23, 2021** via MS Teams.
2. The objectives of the workshop are as follows:
 - a. review and validate the proposed Employee Welfare and Wellness (EWW) standards, domains, and indicators;
 - b. identify key agents/actions and offices in the organization and their roles in the implementation of the EWW policy; and
 - c. determine the major process and mechanisms involved in the operationalization of the EWW policy based on the domains, indicators, and identified actors/agents and offices.
3. Participants to this activity are **Dr. Flordelisa R. Dalin**, Chief of the Human Resource Development Division (HRDD), DepEd Caraga and **Ms. Rachel S. Rendon**, Principal I of Florida National High School, Butuan City Division.
4. Participants are requested to register at bit.ly/EWW2021_Reg on or before July 9, 2021.
5. Refer to the attached schedule of activities.
6. Immediate dissemination of this Memorandum is desired.


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Encl/s.: As stated

Reference/s: NONE

To be indicated in the Perpetual Index
under the following subjects:

EMPLOYEE

PERSONNEL

WELFARE

HRDD/mmv
06/30/2021

Enclosure to RM NO. 45, S. 2021

Day 1

Time	Activity
AM Session	
8:45-9:00	Check-in / Reading time
9:00 - 9:10	Session Norms National Anthem and Prayer
9:10 - 9:45	Opening Program - Welcome Message - Ice Breaker (Expectation Setting) - Workshop Objectives and Program Overview
9:45	Break
10:00 - 10:30	Session 1: EWD Policy Anchors
10:30	Session 2: Employee Well-being
12 noon	Lunch Break
PM Session	
1:00	Ice Breaker
1:15	Session 3: Presentation of Domains and its definition
2:00	Workshop 1: Domain and its Definition
4:00	End of Day 1

Day 2

Time	Activity
AM Session	
8:45 - 9:00	Ice Breaker
9:00	Plenary: Presentation of Workshop 1 Outputs
10:00 - 10:15	Break
10:15	Session 4: Indicators
10:30	Workshop 2 - Review of Indicators PART 1: Current Initiatives PART 2: Review of Indicators PART 3: "Structure" of the Indicators PART 4 - Processes
12 noon	Lunch Break
PM Session	
1:00	Continuation of Workshop 2
3:00	Plenary: Presentation of Workshop 2 Outputs
4:00	End of Day 2

Day 3

Time	Activity
AM Session	
8:45-9:00	Ice Breaker
9:00	Workshop 3: Development of Conceptual EW Framework
11:00	Plenary: Presentation of Workshop 3 Outputs
12 noon	Lunch Break

PM Session	
1	Presentation and User Testing of the initially developed Employee Wellness Management System under the DepEd Enterprise Resource Planning System (DERPS)
2:30	Closing Program • Synthesis • Ways forward • Closing remarks
3:00	End of Day 3