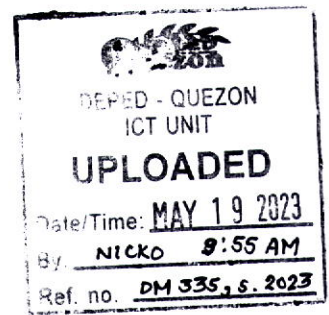




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



18 May 2023

OFFICE MEMORANDUM
OM No. 335, s. 2023

SURVEY ON TRAINING NEEDS ASSESSMENT FOR NON-TEACHING PERSONNEL

TO: Assistant Schools Division Superintendent
Division Chiefs
Unit Heads
Section Heads
All Personnel

In reference to the DepEd Order No.40 s. 2020 **Implementation of Learning and Development (L&D) for Non-teaching Personnel in the Department of Education (DepEd) in View of the Covid 19 PANDEMIC** this Office, through Human Resource Development Section will conduct a survey on Training Needs Assessment for Non-Teaching Personnel in the Schools Division Office (SDO).

This survey aims to address the learning and development needs of non-teaching personnel to be able to support the continuity of services in the DepEd. Each personnel shall download the assessment tool through <http://tinyurl.com/DOTrainingNeeds2023> and submit to HRDS on **May 26, 2023**.

Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

hrdrvm05/18/2023

DEPEDQUEZON-TM-SDS-04-010-005



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