

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT

DSWD-GF-004 | REV 00/ 11 JAN 2021

DRN:

USWD FIELD OFFICE

MARVIN D. SISTER

RAS

TIME

REGIONAL MEMORANDUM

TO

ALL DIVISION CHIEFS, SECTION HEADS, CENTER

HEADS, RPCS & FOCAL PERSONS

DSWD, Field Office VIII

Tacloban City

ATTENTION:

IDCB FOCAL PERSONS

FROM

THE OIC-REGIONAL DIRECTOR

This Office

SUBJECT

REITERATION OF REGIONAL MEMORANDUM NO. 19

SERIES OF 2020 RE: INSTITUTIONAL DEVELOPMENT CAPABILITY BUILDING ACTIVITY ONLINE PORTAL

Date

AUGUST 19, 2021

This is to reiterate Regional Memorandum No. 19, series of 2020, with a subject: "Institutional Development and Capability Building Activity Online Portal."

The Capability Building Section serves as the clearinghouse of all FO-initiated Capability Building Activities (CBA). As such, it is responsible in reviewing the proposed training and development programs, and other related activities in terms of its objectives, course contents, evaluation design/schemes and corresponding tool/s, participants composition and numbers, resource persons, and schedules to avoid overlap with other training courses at the FO, as provided for in Administrative Order No. 20, series of 2004 or the Omnibus Policies and Guidelines on the Management of DSWD Capability Building Efforts.

Hence, let us maximize the use of the online portal created by the CBS so as to have a smooth and non-overlapping CBAs. This will also serve as our monitoring tool of all the training and development opportunities availed by the internal and external partners and will help us update their respective profile.

For your guidance and compliance.

GRACE Q. SUBONG

rav/MGP/MLK