



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

20 Jun 2025

DIVISION MEMORANDUM

No. **090** , s. 2025

**ONLINE ORIENTATION ON LEARNING AND DEVELOPMENT NEEDS
ASSESSMENT (LDNA) AND SCHOOL LEARNING ACTION CELL PLAN FOR
SCHOOL-BASED PROFESSIONAL DEVELOPMENT PROGRAMS**

To: Assistant Schools Division Superintendent
District Heads
School Heads
SLAC Coordinator
This Division

1. The conduct of a Learning and Development (L&D) Needs Assessment is a critical step in ensuring that DepEd's professional development programs are relevant, evidence-based, and aligned with the actual competency gaps of teaching and non-teaching personnel. As mandated by **DepEd Memorandum No. 50, s. 2022** (Guidelines on the Conduct of the National L&D Needs Assessment), this process supports the strategic planning of capacity-building activities that are responsive to current demands, aligned with the RPMS-PPST, and contribute to the Department's overall thrusts under the MATATAG Agenda. It also promotes efficient use of resources and supports the continuous growth of the education workforce. The L&D Needs Assessment aims to:
 - a. Identify and prioritize the learning and development needs of DepEd personnel;
 - b. Align training interventions with organizational goals and performance standards;
 - c. Support evidence-based planning and implementation of L&D programs; and
 - d. Foster a culture of continuous professional growth and quality service delivery.
2. To strengthen the alignment of PD programs offered in school, the conduct of LDNA is desired. Hence, the Human Resources and Development Committee through Human Resource and Development Section will conduct an online orientation on LDNA and preparation of SLAC for SY 2025-2026 on **July 1, 2025 at 1:00PM**, meeting link will be forwarded through group chat. The orientation aims to:
 - a. **Explain the purpose and process** of the Learning and Development Needs Assessment (LDNA) as a basis for planning professional development activities in schools;
 - b. **Clarify the roles and responsibilities** of school heads, SLAC coordinators, and HRD focal persons in the conduct of LDNA and preparation of the School Learning Action Plan (SLAC);



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- c. **Demonstrate the use of tools and templates** for collecting and analyzing LDNA data;
 - d. **Guide participants in developing SMART and aligned SLACs** based on identified learning and development needs; and
 - e. **Ensure alignment of school-based PD programs** with DepEd priorities, the RPMS-PPST, and the revised K to 12 Curriculum.
3. Participants in the online orientation are the **School Heads** and **School LAC (Learning Action Cell) Coordinators**. Teaching personnel who will be joining the online activity must ensure that mechanisms are in place so that the delivery of classes will not be disrupted during their participation.
4. The **LDNA and Prioritization Template** as well as the **Criteria Indicators for Prioritization** and **LAC Plan** can be accessed through the link <https://bit.ly/40DLDXE> or by scanning the QR code provided below.



5. For inquiries, contact Rehane P. Sambuto or Madina P. Loguioyman at 09193702488
6. For information and guidance of all concerned.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: Program Matrix

Reference: None

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

ORIENTATION

AAD/SGOD/DM – online orientation on learning and development needs assessment (ldna) and school learning action cell plan for school-based professional development programs
0525/June 20, 2025



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**ONLINE ORIENTATION ON LEARNING AND DEVELOPMENT NEEDS ASSESSMENT
(LDNA) AND SCHOOL LEARNING ACTION CELL PLAN FOR SCHOOL-BASED
PROFESSIONAL DEVELOPMENT PROGRAMS**
July 1, 2025

Participants: School heads at all levels and School LAC Coordinator

Time	Topic/s	Person In-charge
12:30-1:00	Registration and Pre-Test	
1:00-1:30	Preliminaries Phil. National Anthem	AVP
	Prayer	AVP
	Regional Hymn	AVP
	Sarangani Hymn	AVP
	Checking of Attendance	
	Welcome Message	Ma. Shirley M. Cardinal Chief-SGOD
	Statement of Purpose	Donna S. Panes, PhD Chief CID
	Words of Challenge	Atty. Nelyn B. Frinal, CESO VI Assistant Schools Division Superintendent
	Message	Ruth L. Estacio, PhD, CESO V Schools Division Superintendent
1:30-2:30	Competency Based Learning for Teachers and Integration to SLAC Plan	Mario S. Donio EPS-CID/Division SLAC Focal Person
2:30-3:30	Learning and Development Needs Assessment and Prioritization	Madina P. Loguoman EPSII-HRDS/Division CPD Focal Person
3:30-3:45	Health Break	
3:45-4:45	Preparation of School Learning Action Cell Plan and Submission Process	Rehanee P. Sambuto SEPS-HRDS
4:45-5:00	Open Forum and Ways Forward	<i>Participants</i>
	Online Evaluation	