



DepEd – DIVISION OF QUEZON

Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline # (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
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Registration Number:
QAC/R63/0216

January 14, 2020

DIVISION MEMORANDUM

DM No. 017, s. 2020

COMPOSITION OF HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB)

To: Assistant Schools Division Superintendent, CID/SGOD Chief, Education Program Supervisor, Public Schools District Supervisor, Elementary/Secondary School Heads and All Others Concerned

1. In consonance with the recruitment, selection and placement, you are hereby directed to perform the duties, functions and responsibilities as Members of Human Resource Merit Promotion and Selection Board (HRMPSB)

Teaching position as per DepEd Order 7, s. 2015, the following members are as follows;

HRMPSB CHAIR
GERLIE M. ILAGAN Assistant Schools Division Superintendent Office of the Assistant Schools Division Superintendent

MEMBERS	
ELIZABETH M. DE VILLA Chief SGOD	LORENA S. WALANGSUMBAT Chief CID
WALTER GALAROSA Education Program Supervisor	JOAN ALEJAIDA MAUHAY Education Program Supervisor
ASUNCION ILAO Education Program Supervisor	President of Public School Heads Organization
Division Level President of the Parent-Teacher Association	Authorized representative of an accredited teacher's union as evidenced by a Certificate of Accreditation issued by the Civil Service Commission

SUB-COMMITTEE MEMBERS		
EPS Joseph Jarasa	PSDS Isidro P. Delos Reyes	PSDS Mario Pablo V. Umali, JR
EPS Juanito Merle	PSDS Maria Carla M. Caraan	PSDS Restituto M. Hernandez

DEPEDQUEZON-TM-SDS-04-009-002

Email address: quezon@deped.gov.ph
Comments: Txt HELEN – 09178902327 (Smart/Sun/TalknTxt) 2327 (Globe and TM)





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EPS Marita Pionilla	PSDS Angelito A. Olvida	PSDS Maria Farima U. Calayag
EPS Celestina Alba	PSDS Carmelo Eusebio P. Altamira	PSDS Yolanda C. Ayuma
EPS Carmela Ezcel Orogo	PSDS Marlon M. Rañeses	PSDS Ma. Lourdes C. Cabanag
EPS Maria Dylin Garcia	PSDS Anabelle F. Empleo	PSDS Meilani L. Adan
EPS Abner Pureza	PSDS Raquel P. Marcuap	PSDS Marilyn N. Permejo
EPS Raul Agaran	PSDS Meriam C. Camposano	PSDS Catalino L. Porta
EPS Fernando Seño	PSDS Jessie E. Quesea	PSDS Helen R. Esternon
EPS Jee Ann Briones	PSDS Liliosa B. Diasanta	PSDS Elenar B. Opeña
HRMO Wennie O. Gaela	PSDS Alicia V. Gonzales	PSDS Luzviminda T. Buerano
AO Maria Dolores Atienza	PSDS Mercedita G. Lorredo	PSDS Elenar B. Opeña
PSDS Aurea J. Gandia	PSDS Chona DI. Andrade	

Non-Teaching, Related Teaching and School Administration Position as per DepEd Order 66, s. 2007, the following members are as follows:

HRMPSB CHAIR
GERLIE M. ILAGAN Assistant Schools Division Superintendent Office of the Assistant Schools Division Superintendent

MEMBERS	
WENNIE O. GAELA Administrative Officer IV/HRMO II President of Deped Employee Union	MARIA DOLORES ATIENZA Administrative Officer V President of Non-Teaching and Teaching Related Association

SUB-COMMITTEE MEMBERS		
CHIEF CID Lorena S. Walangsumbat	CHIEF SGOD Elizabeth De Villa	EPS Marita Pionilla
EPS Joseph Jarasa	EPS Joan Alejaida Mauhay	EPS Asuncion Ilao
EPS Carmela Ezcel Orogo	EPS Jee Ann Briones	EPS Fernando Seño
EPS Raul Agaran	EPS Walter Galarosa	EPS Celestina Alba

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EPS Juanito Merle	EPS Maria Dilyn Garcia	EPS Abner Pureza
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2. In the exigency of the service the Human Resource Merit Promotion and Selection Board (HRMPSB) members shall perform the following duties and responsibilities as prescribed to DepEd Orders 7, s. 2015 and DepEd Order 66, s. 2007 to wit:

- Recommend to the appointing officer/authority the designation of sub-committee/s, as deemed necessary
- To assist in the conduct of comparative assessment of applicants, and facilitate the evaluation process;
- Evaluate and deliberate the qualifications of all applicants based on the approved Agency MSP and specific hiring guidelines;
- Make a systematic assessment of the qualifications and competence of applicants for appointment to the vacant positions;
- Conduct further assessment such as written examination, skill test, BEI, and others, as deemed necessary;
- Submit to the appointing officer/authority the CAR/CAR-RQA and Minutes of Deliberation;
- Maintain fairness and impartiality in the assessment of applicants;
- Respond to queries and/or complaints pertaining to the comparative assessment results; and
- Recommend areas of improvement to the CO through proper channels, on the recruitment, selection and placement policies.

3. In addition, the Human Resource Merit Promotion and Selection Board (HRMPSB) Sub-Committee members shall also perform the following functions as recommended by its Members:

- Assist in the receipt of Applicant's documents
- Assist in the conduct of the initial evaluation and comparative assessment of applicants

4. Immediate dissemination and strict compliance with this Memorandum is earnestly desire.

CATHERINE P. TALAVERA, CESO VI
Schools Division Superintendent

DEPED - QUEZON
ICT UNIT

UPLOADED

Date/Tim JAN 14 2020

By: Chickell Talavera

Ref. no. DIP

peratma1/14/2020

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