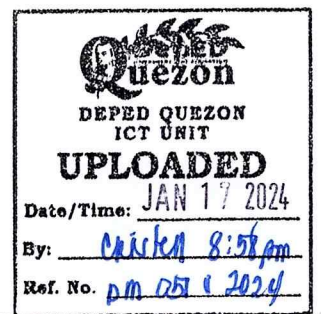




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



16 January 2024

DIVISION MEMORANDUM

DM No. 051, s. 2024

**PROVISION OF TECHNICAL ASSISTANCE TO HRMPSB SUB-COMMITTEE MEMBERS
FOR THE COMPARATIVE ASSESSMENT OF APPLICANTS FOR GENERAL
ADMINISTRATIVE SERVICES POSITION AS PER
DEPED ORDER NO. 7 S. 2023**

**To: Assistant Schools Division Superintendents
Chief, Curriculum Implementation Division
Chief, Schools Governance Operation Division
HRMPSB-Chairman, Members and Secretariat
Public Schools District Supervisors
Selected Administrative Officer II
All Others Concerned**

1. In connection with DM 017, S. 2024 Announcement of Vacancies in SDO Quezon for Administrative Aide I positions, this office shall conduct a provision of technical assistance to HRMPSB sub-committee members for the comparative assessment of applicants for general administrative services position as per DepEd Order No. 7 S. 2023 on **January 24, 2024 at Talipan National High School, Pagbilao Quezon.**
2. Participants for the said activity will be divided into groups for the validation of documents, skills test and interview. (See attached inclosure)
3. To ensure the implementation of health and safety protocols amidst the COVID-19 pandemic, the conduct of this activity shall comply with the existing guidelines and policies of the IATF.

DEPEDQUEZON-TM-SDS-04-009-003



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4. Travel Expenses of the subcommittee shall be charged to the respective school/ office MOOE of the participants subject to the usual accounting and auditing rules and regulations. Please refer to DM 910 s. 2022 for clarifications on travel guidelines.

5. Widest and immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent 

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Enclosure 1 to DM No. 051 S. 2023

HRMPSB AND SUBCOMMITTEE MEMBERS

January 24, 2024

	NAME	POSITION
1	ROMMEL C. BAUTISTA	SDS
2	GREGORIO T. MUECO	ASDS
3	HERBERT D. PEREZ	ASDS
4	EDWARD D. GARCIA	OIC-ASDS

COMMITTEE ON VALIDATION OF DOCUMENTS

GROUP 1	
JAIME F. ZARA JR.	Public Schools District Supervisor
AUREA J. GANDIA	Public Schools District Supervisor
BRYAN LADINES	Administrative Officer II

GROUP 2	
CATALINO L. PORTA	Public Schools District Supervisor
RESTITUTO M. HERNANDEZ	Public Schools District Supervisor
RODELIO ESMERNA JR.	Administrative Officer II

GROUP 3	
REJULIOS M. VILLENES	Public Schools District Supervisor
RAQUEL P. MARCUAP	Public Schools District Supervisor
NORVIC C. VILLANIA	Administrative Officer II

GROUP 4	
MARIO PABLO V. UMALI JR	Public Schools District Supervisor
GILBERT C. ALVA	Public Schools District Supervisor
SHIELA MARIE MENDOZA	Administrative Officer II

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GROUP 5	
SHARON A. VILLAVERDE	Public Schools District Supervisor
MARILYN N. PERMEJO	Public Schools District Supervisor
BRYAN MERJUDIO	Administrative Officer II

COMMITTEE ON INTERVIEW

GROUP 1	
WENNIE O. GAELA	Administrative Officer IV/HRMO II
ANABELLE EMPLEO	Public Schools District Supervisor
MARIO PABLO V. UMALI JR	Public Schools District Supervisor

GROUP 2	
JOSEPH JARASA	Education Program Supervisor
LILIOSA DIASANTA	Public Schools District Supervisor
MARLON RAÑESSES	Public Schools District Supervisor

GROUP 3	
GREGORIO T. MUECO	Assistant Schools Division Superintendent
WALTER GALAROSA	Education Program Supervisor
MEILANI L. ADAN	Public Schools District Supervisor

GROUP 4	
EDWARD D. GARCIA	OIC-Assistant Schools Division Superintendent
CELESTINA ALBA	Education Program Supervisor
FERNANDO SEÑO	Education Program Supervisor

GROUP 5	
EDWARD D. GARCIA	OIC-Assistant Schools Division Superintendent
CARMELA EZCEL OROGO	Education Program Supervisor
FERNANDO SEÑO	Education Program Supervisor

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COMMITTEE ON SKILLS TEST

GROUP 1	
ARNEL A. PALMIANO	Teacher III
MARIA CECILIA RODRIGUEZ	Administrative Officer II

GROUP 2	
ALAN P. ESPEDIDO	Master Teacher II
VINCE DEDACE	Administrative Officer II

GROUP 3	
JOHN KHERWIN M. BANDILLA	Teacher II
DENICE MABULAY	Administrative Officer II

HRMPSB SECRETARIAT

ANNA JEAN OGERIO	Administrative Officer II
REYLAN RANILLO	Administrative Assistant II
AKIMI THERESE ASANO	Administrative Assistant III

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