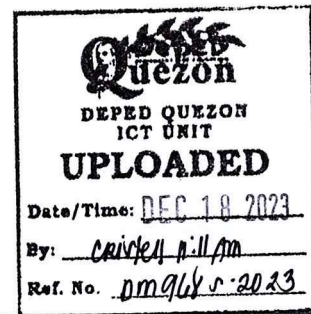




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



14 December 2023

DIVISION MEMORANDUM
DM No. 968, s. 2023

CREATION OF TECHNICAL WORKING GROUP FOR THE EXPANDED SUB-COMMITTEE OF THE HUMAN RESOURCE MERIT SELECTION AND PERSONNEL BOARD (HRMPSB)

To: Assistant Schools Division Superintendents
Chiefs - CID/SGOD
Education Program Supervisors
Public Schools District Supervisors
PSB – Chairman, Members and TWG
Public Elementary and Secondary School Heads
All Others Concerned

1. The Department of Education issued the DepEd Order No. 7 s. 2023 or the Guidelines on Recruitment, Selection and Appointment in the Department of Education which promotes competency-based hiring system.
2. For this purpose, a Technical Working Group (TWG) Sub Committee is hereby created which expanded the Human Resource Merit, Promotion and Selection Board (HRMPSB) at the District level with the Public Schools District Supervisor (PSDS) as the lead person with select school heads and administrative officers II as members. List of the said sub-committee per district covering the 56 districts of the SDO Quezon shall be issued in the separate Memorandum.
3. The TWG Sub Committee shall be responsible for the following:
 - a. Review, evaluate, and deliberate application documents for Teachers 1, 2, and 3 applications as well as prepare and submit the initial Comparative Assessment Results - Registry of Qualified Applicants (CAR-RQA) to the Schools Division Office.
 - b. Participate in the review, evaluation, and deliberation of application documents for non-teaching and other positions i.e., head teacher, principal and others.
 - c. Attend meetings and vetting of CAR-RQA.

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4. The Top management shall provide the overall guidance for the PSB and the expanded Subcommittee of the SDO.
5. For more information, please contact the Personnel Division, Sitio Fori, Barangay Talipan, Pagbilao, Quezon through email: sdo.quezon.personnel@deped.gov.ph.
6. Immediate dissemination of this Memorandum is desired.


ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

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