



February 24, 2015

DIVISION MEMORANDUM

No. **028-2015**

COMPOSITION OF THE PERSONNEL SELECTION BOARD AND GUIDELINES ON THE FILLING UP OF PUBLISHED VARIOUS POSITIONS IN THE RATIONALIZATION PROGRAM UNDER E.O. 366, S. 2004

TO : Education Program Supervisors
Public Schools District Supervisors/Coordinating Principals
Division Office Personnel
Secondary Schools

1. Pursuant to Section 14 of DepEd Order No. 50, s. 2014 (Guidelines on the Recruitment, Selection and Placement of Personnel per DepEd Rationalization Program under Executive Order 366, s. 2004) states: "The Composition of the Personnel Selection Board (PSB) shall be retained for the Central, Regional and Schools Division Offices".

The Division Personnel Selection Board shall be composed of the following:

Chairperson: RIZALYN A. GUZNIAN
OIC-Asst. Schools Division Superintendent

Members: GLENN N. DUGUIS, Administrative Officer V/NEU Rep.
SUSAN CJ DAWANG, Human Resource Management Officer
WILBERT H. CUIDNO, School Principal II/BPSTEA President
MELCHOR C. TICAN, School Principal III/PESPA President
ALFONSO C. DORIANO, Head Teacher III/NAPPSHI Pres.
FRANCISCO V. BAGUL-LO, JR., Admin. Aide IV/1st Level Rep.

2. Be informed that upon clarification from the Civil Service Commission, the minimum requirements indicated in the CSC Qualification Standards Manual (1997) were used while for the positions unique to DepEd were based on the 1995 Qualification Standards manual for unique positions and other relevant DepEd issuances.

3. Mr. Francisco V. Bagul-lo, Jr. shall sit with the PSB during the assessment and deliberations of documents of applicants for the Level I positions from SG 6, 7, 8 and 9.

4. Likewise, in the event that a Personnel Selection Board (PSB) member is also a candidate for a specific vacant position, the appointing authority, if necessary shall designate another competent member to replace the concerned member during the deliberations of the SPECIFIC position applied for.

5. DepEd Order No. 66, s. 2007 entitled: "Guidelines on the Appointment and Promotion of other Teaching, Related Teaching and Non-Teaching Personnel" is still in force while DepEd Order No. 42, s. 2007: "The Revised Guidelines on Selection, Promotion and Designation of School Heads" shall be used in the assessment for School Principal I positions that were published along with said RP positions.

6. Please be guided accordingly.


FEDERICO P. MARTIN, Ed. D.
OIC, Schools Division Superintendent