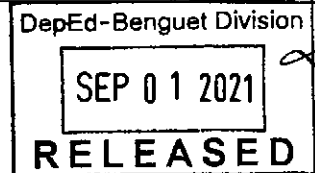




Republic of the Philippines
Department of Education
Schools Division of Benguet

DIVISION MEMORANDUM

No. 341 s. 2021



TO: All Division Office Personnel
 All Public Elementary and Secondary School Heads
 All Others Concerned

SUBJECT: **REORGANIZATION OF THE DIVISION HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB)**

DATE: August 31, 2021

- Pursuant to DepEd Order No. 66, s. 2007 entitled "Revised guidelines on the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions" and Regional Memorandum No. 208, s. 2018 entitled "Clarification of the Composition of the Personnel Selection Board of the Regional Office, the Schools Division Office, and the Schools", the Division HRMPSB shall be reorganized, to wit:

CARMEL F. MERIS	Chief Education Supervisor OIC-Office of the Assistant Schools Division Superintendent Chairperson
GLENN N. DUGUIS	Administrative Officer V Vice-Chair/NEU Representative
SUSAN CJ DAWANG	Human Resource Management Officer II Member
MARYLIN A. TOLBE	School Principal II BPSTEA President, Member
JOHNSON B. LEGASPI	School Principal I PESPA President, Member
DANIEL D. PEREDO	School Principal II NAPSSHI Vice President, Member
FRANCISCO V. BAGUL-LO JR.	Administrative Assistant II Level I Representative, Member
MARICEL S. CODIMDIM	Administrative Officer III Secretariat



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Head of Division/Units/Schools where the vacancy exists:

RIZALYN A. GUZNIAN	Chief- Curriculum Implementation Division, Member (CID Representative)
LUCIO B. ALWAS	Chief- Schools Governance Operations Division (SGOD Representative)
FLORINDA C. PAGOY	Accountant III, Member (Finance Representative)
SCHOOL HEAD	School Representative

2. On top of the duties and responsibilities stipulated in DepEd Order No. 29, s. 2002 and CSC MC No. 14,s. 2018, the Division HRMPSB shall perform the following functions:
 - i. Evaluate and deliberate the qualifications of those listed in the selection line up en banc;
 - ii. Make a systematic assessment of the qualification and competence of candidates for appointment to the vacant positions;
 - iii. Conduct further assessment such as; written communication, skills tests, interview, etc. of qualified candidates; and
 - iv. Submit to the appointing authority the list of ranking candidates, whenever possible, whose over-all point scores are comparatively at par with each other based on the comparative assessment of the determinant factors.
3. Full cooperation of all concerned is desired to ensure the success of our undertakings.
4. For information and guidance.


GLORIA B. BNYA-AO
Schools Division Superintendent



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