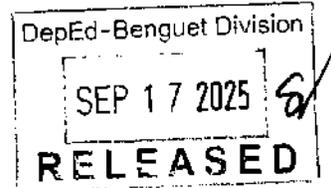




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**Schools Division of Benguet**

SPECIAL ORDER  
No. 01  
Series 2025



**SUBJECT: DELEGATION OF THE SIGNING OF THE PERSONAL DATA SHEET OR CSC FORM NO 212 REVISED 2025 ON PERMANENT AND SUBSTITUTE APPOINTMENTS FOR THE POSITIONS WITH SALARY GRADE 23 AND BELOW.**

Pursuant to Rule II, Section 4 of the Omnibus Rules on Appointments and Other Human Resource Actions, Revised 2025, the signing of CSC Form No. 212, also known as the Personal Data Sheet (including the Work Experience Sheet, except in cases of reappointment to temporary, contractual, substitute, and provisional appointments), is hereby delegated to Mr. Mel W. Alingbas, Administrative Officer IV / Human Resource Management Officer II of the Personnel Section, effective September 18, 2025.

  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Regional Director and  
Concurrent Officer-in-Charge  
Office of the Schools Division Superintendent