



Republic of the Philippines
Department of Education
 Region III
SCHOOLS DIVISION OF PAMPANGA

February 27, 2025

DIVISION MEMORANDUM
 No. 159, s. 2025

**COMPOSITION OF HUMAN RESOURCE MERIT PROMOTION
 AND SELECTION BOARD (HRMPSB) FOR HIGHER TEACHING
 POSITIONS**

TO : Assistant Schools Division Superintendents
 SGOD and CID Chiefs
 Public Elementary and Secondary School Heads
 All Others Concerned

1. Pursuant to DepEd Order No. 19, s. 2022 also known as The Department of Education Merit Selection Plan and DepEd Order No. 20, s. 2024 Guidelines on the Recruitment, Selection, and Appointment to Higher Teaching Positions , the following personnel are hereby designated to compose the Human Resource Merit Promotion and Selection Board (HRMPSB) of this Division.
2. The two (2) Assistant Schools Division Superintendents of this SDO are hereby designated as the Chairman of the Human Resource Merit Promotion and Selection Board (HRMPSB) in filling-up of vacant item to the following jurisdiction to wit:

ASDS CECILA E. VALDERAMA	ASDS LEANDRO C. CANLAS
Elementary Schools <ul style="list-style-type: none"> • South Sector • West Sector 	Elementary Schools <ul style="list-style-type: none"> • North Sector • East Sector
Secondary Schools <ul style="list-style-type: none"> • Cluster II (Sta Rita, Guagua, Sasmuan) • Cluster III • Cluster VI • Cluster VII 	Secondary Schools <ul style="list-style-type: none"> • Cluster I • Cluster II (Porac) • Cluster IV • Cluster V

A. Composition of Human Resource Merit Promotion and Selection Board for Higher Teaching Positions:

Chairperson	Leandro C. Canlas, PhD, CESE	Assistant Schools Division Superintendent
Members	Celia R. Lacanlale	Chief, CID
	JB B. Manalang	Administrative Officer V (Administrative Services)



Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)
 Telephone No.: (045) 435-2728; (045) 435-7404
 Email Address: pampanga@deped.gov.ph
 Website: www.depedpampanga.ph



Republic of the Philippines
Department of Education
 Region III
SCHOOLS DIVISION OF PAMPANGA

	Dexter E. Pangilinan	Administrative Officer IV (Personnel Section)
	Alvaro Pabustan	Representative of accredited employee's union/association
	School Head or Chief of Division where the vacancy exists	
Secretariat	Eisel Marisse M. Cuervo	Administrative Aide VI
	Geo E. Manalang	Administrative Assistant II
	Jenet M. Pineda	Administrative Aide I

B. Composition of Human Resource Merit Promotion and Selection Board for Higher Teaching Positions:

Chairperson	Cecilia E. Valderama, PhD	Assistant Schools Division Superintendent
Members	Celia R. Lacanlale	Chief, CID
	JB B. Manalang	Administrative Officer V (Administrative Services)
	Dexter E. Pangilinan	Administrative Officer IV (Personnel Section)
	Alvaro Pabustan	Representative of accredited employee's union/association
	School Head or Chief of Division where the vacancy exists	
Secretariats	Eisel Marisse M. Cuervo	Administrative Aide VI
	Geo E. Manalang	Administrative Assistant II
	Jona Africa R. Alfonso	Administrative Aide I

3. The HRMPSB shall assist the appointing officer/authority in the judicious and objective selection of candidates for appointment in accordance with their roles to include, but are not limited to, the following:
- a. Convene the applicants in a group to witness the paper evaluation;
 - b. Evaluate and compute the points for Education, Training (in hours), Experience (in years), and Performance Rating of applicants using the rubrics provided in this Order;
 - c. Assess, deliberate, and rate the applicants' competencies on the Classroom Observable Strands/Indicators through the conduct of classroom observation following the rubrics and protocols provided in this Order;



Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)
Telephone No.: (045) 435-2728; (045) 435-7404
Email Address: pampanga@deped.gov.ph
Website: www.depedpampanga.ph



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

- d. Assess, deliberate, and rate the applicants' competencies on the Non-Classroom Observable Strands/Indicators through the conduct of classroom observation following the rubrics and protocols provided in this Order.
 - e. Conduct other appropriate evaluative assessments, as may be necessary, such as but not limited to Written Examination (WE) and Skills or Work Sample Tests (S/WST) to assess the potential, characteristics or traits, and fitness (i.e Job Fit, Location Fit, and Organizational Fit);
 - f. Adopt the use of online platforms and other remote modalities and alternative strategies in the conduct of paper evaluation, classroom observation/demonstration teaching, administration of the tests and examinations, BEI, meetings and deliberations, among others, as may be necessary.
 - g. Inform the individual applicant of the results of the deliberation using the prescribed template of the IES, wherein the applicants affix their signature to signify their knowledge of and conformity to the process undertaken and the points given to them.
 - h. Prepare and submit duly signed results of the comparative assessment to the appointing officer/authority within seven (7) calendar days after all the applicants have been assessed.
4. The secretariat shall provide and maintain the minutes of proceedings of the selection and deliberation process.
 5. Immediate dissemination of this Memorandum is desired.

ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent

10 48243
FEB 27 2025



Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)
Telephone No.: (045) 435-2728; (045) 435-7404
Email Address: pampanga@deped.gov.ph
Website: www.depedpampanga.ph