



Republic of the Philippines
Department of Education
REGIONAL OFFICE IX, ZAMBOANGA PENINSULA



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Office of the Regional Director

ADVISORY NO. VT 2022

November 2, 2022

In compliance with DepEd Order (DO) No. 8, s. 2013

this advisory is issued not for endorsement per DO No. 28, s. 2001 but only for the information of DepEd officials, personnel/staff, as well as the concerned public.
(Visit www.depedro9.info)

**REGIONAL RE-ORIENTATION AND SIMULATION ACTIVITIES FOR AGENCY MERIT
SELECTION PLAN (MSP) AND RECRUITMENT, SELECTION AND APPOINTMENT (RSA)
GUIDELINES FOR CENTRAL OFFICE AND FIELD OFFICES**

Be informed of Memorandum DM-OUHROD-2022-0257, dated October 21, 2022, titled, "Change in Schedule and Venue of the Regional Re-orientation and Simulation Activities on the DepEd MSP and RSA Guidelines for Field Offices."

Please see the attached list of participants and issued memoranda pertaining to the activity for more details.

For dissemination and guidance.

Encl.: as stated.
HRDD-RA-2022-001
MRA/rla

dn



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Center, Balintawak, Pagadian City 7016
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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT,
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES, AND
TEACHER EDUCATION COUNCIL SECRETARIAT

MEMORANDUM
DM-OUHROD-2022-0257

TO: Regional Directors
Schools Division Superintendents

FROM:  **GLORIA JUMAMIL - MERCADO**
Undersecretary for Human Resource and Organizational Development,
Teacher Education Council Secretariat, and National Educators' Academy of
the Philippines

SUBJECT: **Change in Schedule and Venue of Regional Re-orientation and Simulation Activities for Agency Merit Selection Plan (MSP) and Recruitment, Selection, and Appointment (RSA) Guidelines for Central Office and Field Offices**

DATE: 21 October 2022

In view of the effectivity of DO 019, s. 2022 in January 2023 and following the recently concluded HROD Interface with Regional Operations Group wherein the Regional Directors raised concerns about the urgency and importance of expediting the roll-out and capability building of the human resource (HR) implementers, please be guided by the following **changes in schedule and venue of the Regional Re-orientation and Simulation Activities on the DepEd MSP and RSA Guidelines for Field Offices per DM-OUHROD-2022-036:**

Region	Date (inclusive of travel time)	Venue
Region 12	October 25 to 28, 2022	Avior Hotel, Santiago Blvd., General Santos City
Region 2	November 8 to 11, 2022	NEAP Region 2, Tuguegarao City
Regions 7 and 8*	November 15 to 18, 2022	Within Cebu
Regions 1 and CAR*	November 22 to 25, 2022	Within La Union
Region 11	December 11 to 14, 2022	Within Davao
Region 10	December 13 to 16, 2022	Within Cagayan De Oro
Region 6	January 10 to 13, 2023	Within Iloilo
Region 5	January 16 to 19, 2023	Within Albay
Region 9	January 24 to 27, 2023	Within Zamboanga
Region 4B	January 31 to February 2, 2023	Within Palawan

*Clustered

In the exigency of service and to expedite the conduct of said regional re-orientation and simulation activities, **Regions 7 & 8 and Regions 1 & CAR will be clustered.** In view of this, Regions 8 and CAR are hereby authorized and instructed to procure the board and lodging of their respective participants within the area identified above using the funds downloaded for this purpose. Travelling and other incidental expenses of the participants shall be charged against local funds; while travel expenses of the RSPI-NTWG, external resource person (if any), and program organizers shall be charged against 2022 OPDNTF funds of BHROD-HRDD. All expenses shall be subject to existing budgeting, accounting, and auditing rules and regulations.

Attached for reference is the **Indicative Program of Activities** (see Annex A). First meal is Dinner of Day 0 and last meal is PM Snacks of Day 3 (see Annex B for meal schedule). Further details, exact venues of the remaining regions, and other administrative arrangements will be announced through a separate advisory.

Registered participants from each governance level are likewise reminded of the following pre-work requirements in preparation to the simulation activities:

1. Read and review the **CSC Memorandum Circular (MC) No. 14 (ORAOHRA), DO 019, s. 2022** (The Department of Education Merit Selection Plan), and the **PowerPoint Material** for the Recruitment, Selection, and Appointment (RSA) Guidelines. Please download the aforementioned files through [https://www.csc.gov.ph/](#); and

2. Bring the following resources that will be used for the simulation activities:

- a. Three (3) complete set of sample application documents (per Item 20 of MSP) for each job group:
 - Teaching
 - Non-Teaching
 - Related-Teaching
 - School Administration

Note: Rest assured that the PDS and CV/Resume shall only be used and processed for purposes related to the workshop and in accordance with the provisions of Republic Act No. 10173 or the *Data Privacy Act of 2012*.

- b. Laptop
- c. Extension cords

For further questions and clarifications, please contact the Human Resource Development Division of the Bureau of Human Resource and Organizational Development (BHROD-HRDD) at telephone no. (02) 847-6630 or email address [hrdd@deped.gov.ph](#) and look for Ms. Ruby Chanda Jetomo-Crisostomo or Ms. Irralyn Cats.

For your appropriate action and compliance.

BHROD-HRDD/Crisostomo

**Bureau of Human Resource and Organizational Development – Human Resource Development Division
Recruitment, Selection, Placement, and Induction (RSPi) System**

PROGRAM DESIGN

Regional Re-orientation and Simulation Activities for Agency Merit Selection Plan (MSP) and Recruitment, Selection, and Appointment (RSA) Guidelines

Following the National Kick-Off Activity for the Re-orientation of the Agency MSP and RSA Guidelines conducted last September 15 and 16, 2022, the BHROD-HRDD is conducting a series of **Regional Re-orientation and Simulation Activities on the Agency Merit Selection Plan (MSP) and Recruitment, Selection, and Appointment (RSA) Guidelines for Central Office and Field Offices** with the following objectives:

1. to re-orient the HRMOs and HRMPSB members who have undergone the initial capability-building activities in 2019 and 2020;
2. to strengthen understanding and practice of HRMOs and HRMPSB members through the conduct of simulation of the assessment process; and
3. to prepare a comprehensive action plan that applies the principles, processes, and procedures of the revised RSA policy of the Department.

TIME	ACTIVITY	RESPONSIBLE PERSON
DAY 0 (Tuesday)		
2:00 PM	<i>Ingress of Participants</i>	HRDD Organizing Team
DAY 1 (Wednesday)		
8:00 AM – 8:30 AM	Registration Preliminaries	HRDD Organizing Team HRDD Organizing Team
8:30 AM – 8:50 AM	• National Anthem & Prayer • Roll Call of Participants • Objectives and Expectation Setting • House Rules Opening Remarks	Atty. Anne Rachel C. Miguel Director IV, BHROD
8:50 AM – 9:00 AM	Welcome Message	<i>*RD/SDS of Host RO/SDO (if available)</i> Ms. Cecille A. Anyayahan Project Development Officer V, BHROD-HRDD
9:00 AM – 9:30 AM	HR Overview • HROD Framework • DepEd MSP, QS& RSA Policy Updates	
9:30 AM – 9:45 AM	AM Snack	
9:45 AM – 10:15 AM	Management of Learning (Pre-test)	HRDD Organizing Team
10:15 AM – 12:00 PM	Input Session and Simulation Activity 1: <i>Publication and Posting</i>	RSPI NTWG
	Processing and Reflection	
12:00 PM – 1:30 PM	Lunch	
1:30 PM – 3:00 PM	Input Session and Simulation Activity 2: <i>Receipt of Application Documents</i>	RSPI NTWG
	Processing and Reflection	
3:00 PM – 3:15 PM	PM Snack	
3:15 PM – 5:15 PM	Input Session and Simulation Activity 3: <i>Initial Evaluation</i>	RSPI NTWG
	Processing and Reflection	
5:15 PM – 5:30 PM	Announcements and Instructions for Day 2	HRDD Organizing Team

Room 102, Rizal Building, Pasig City 1600
Telephone Nos. (4632) 86327206 (4632) 86318404 (4632) 86365449

**Bureau of Human Resource and Organizational Development – Human Resource Development Division
Recruitment, Selection, Placement, and Induction (RSPI) System**

ACCOMMODATION AND MEAL MATRIX

**Regional Re-orientation and Simulation Activities for Agency Merit Selection Plan (MSP) and Recruitment,
Selection, and Appointment (RSA) Guidelines**

PROGRAM	DAY 0	DAY 1	DAY 2	DAY 3
Registration		7:30 AM		
Start		8:30 AM		
End				4:00 PM
ACCOMMODATION	DAY 0	DAY 1	DAY 2	DAY 3
Check-in	3:00 PM			
Check-out				12:00 PM
MEALS	DAY 0	DAY 1	DAY 2	DAY 3
Breakfast		✓	✓	✓
AM Snacks		✓	✓	✓
Lunch		✓	✓	✓
PM Snacks		✓	✓	✓
Dinner	✓	✓	✓	



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Department of Education

REGIONAL OFFICE IX, ZAMBOANGA PENINSULA

Regional Re-Orientation and Simulation Activities for Agency Merit Selection Plan (MSP) and Recruitment, Selection and Appointment (RSA) Guidelines for Central Office and Field Offices
LIST OF PARTICIPANTS

NO.	NAME (Last Name, First Name, MI)	SEX	POSITION	SDO
1	JULIETO H. FERNANDEZ, Ed D, CESO VI	M	SDS	Isabela City Division
2	MA. LAARNI T. VILLANUEVA, Ed D, CESE	F	ASDS	Isabela City Division
3	EDUARDO G. GULANG	M	SGOD Chief	Isabela City Division
4	MERRY GRACE G. BURGOS	F	HRMO	Isabela City Division
5	SHEILA A. NASALIN	F	HR SEPS	Isabela City Division
6	MA. VERAGEL Q. PEÑAFLORES	F	AO V	Isabela City Division
7	ARIANE JOY F. ZERRUDO	F		Isabela City Division
8	RAYMOND JAY M. CUEVA	M		Isabela City Division
9	ROY C. TUBALLA, EMD, JD, CESO VI	M	SDS	Zamboanga City Division
10	JAY S. MONTEALTO, JD, CESO VI	M	ASDS	Zamboanga City Division
11	BASILIO D. UY	M	SGOD Chief	Zamboanga City Division
12	MICHAEL DERICK E. LU	M	HRMO	Zamboanga City Division
13	DULCE ELAINE S. TORRES	F	HR SEPS	Zamboanga City Division
14	AL-RAHIMIN T. KENO	M	AO V	Zamboanga City Division
15	SALVADOR M. PATRICO	M	MT-1/Teachers Fed. Association	Zamboanga City Division
16	PACIFICO C. DELA CRUZ	M	AO IV-NEU Representative	Zamboanga City Division
17	DR. JEANELYN A. ALEMAN, CESO VI	F	SDS	Zamboanga Sibugay Division
18	AURELIO A. SANTISAS	M	ASDS	Zamboanga Sibugay Division
19	DR. OLIVER B. TALAOC	M	SGOD Chief	Zamboanga Sibugay Division
20	RENTZ ROY A. RAMOS	M	HRMO	Zamboanga Sibugay Division
21	ALMA FRAULEIN M. GARCIA	F	HR SEPS	Zamboanga Sibugay Division
22	GRACE R. JUGNO	F	AO V	Zamboanga Sibugay Division
23	EVELYN F. IMPORTANTE	F	OIC, CES	Zamboanga Sibugay Division
24	JOSHUA MARCO BUCAYAN		AO II	Zamboanga Sibugay Division
25	MAJARANI M. JACINTO, CESO V	F	SDS	Zamboanga del Sur Division
26	RAYMOND M. SALVADOR, CESE	M	ASDS	Zamboanga del Sur Division
27	GAY A. APDUHAN	F	SGOD Chief	Zamboanga del Sur Division
28	EVA G. CASTRO	F	HRMO	Zamboanga del Sur Division
29	EBENEZER BANA MALILAY, JR.	M	HR SEPS	Zamboanga del Sur Division
30	ZENAIDA E. MAGO	F	AO V	Zamboanga del Sur Division
31	ANTONIO O. GANUB	M	NEU Chapter President	Zamboanga del Sur Division
32	ARMELINA M. SEBALLOS	F	EPS II	Zamboanga del Sur Division
33	VIRGILIO P. BATAN, JR. CESO VI	M	SDS	Zamboanga del Norte Division
34	MA. JUDELYN J. RAMOS, CESE	F	ASDS	Zamboanga del Norte Division
35	JOY E. LETRAN-SINGSON, EMD	F	SGOD Chief	Zamboanga del Norte Division
36	MARYLYNNE B. BAYRON	F	HRMO	Zamboanga del Norte Division
37	ROBERT I. POCULAN III	M	HR SEPS	Zamboanga del Norte Division
38	HELEN E. TANGON	F	AO V	Zamboanga del Norte Division
39	LILIA E. ABELLO	F	CID Chief	Zamboanga del Norte Division



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40	ARIES MARK NOGAS	M		Zamboanga del Norte Division
41	MA. LIZA R. TABILON, EdD, CESO V	F	SDS	Pagadian City Division
42	MA. COLLEEN L. EMORICHA, EdD, CESE	F	ASDS	Pagadian City Division
43	MA. MADELENE P. MITUDA, EdD	F	SGOD Chief	Pagadian City Division
44	CARLOS M. FUERZAS, JR.	F	HRMO	Pagadian City Division
45	ERMAH SHEILA L. ROBLE	F	HR SEPS	Pagadian City Division
46	EMILIA O. ZOZOBRADO	F	AO V	Pagadian City Division
47	LOCKE D. JUSAY	M	SEPS	Pagadian City Division
48	DIVINE GRACE O. BALUYOT	M	Administrative Officer II	Pagadian City Division
49	DANNY B. CORDOVA, CESO VI	M	SDS	Dipolog City Division
50	LOURMA I. POCULAN, CESE	M	ASDS	Dipolog City Division
51	NUR N. HUSSIEN, DM	M	SGOD Chief	Dipolog City Division
52	LOVE L. RICAFORT	F	HRMO	Dipolog City Division
53	MARIE C. REFUGIO	F	HR SEPS	Dipolog City Division
54	EDGARDO S. CABALIDA	M	PSDS/NEU President	Dipolog City Division
55	ZYHRINE P. MAYORMITA	F	EPSVR	Dipolog City Division
56	AMELINDA D. MONTERO	F	ADAS III	Dipolog City Division
57	FELIX ROMY A. TRIAMBULO, CESO V	M	SDS	Dapitan City Division
58	ROSALIO B. CONTURNO, JR.	M	ASDS	Dapitan City Division
59	SHERLITO E. SAGAPSAPAN	M	SGOD Chief	Dapitan City Division
60	CYNTHIA O. DALMAN	F	HRMO	Dapitan City Division
61	MICHELLE V. TORRES	F	HR SEPS	Dapitan City Division
62	GEORDITO T. OLARIO	M	AO V	Dapitan City Division
63	CATHERINE V. ACOYMO	F	ADAS III	Dapitan City Division
64	GERMANICO C. MALACAT	M	EPS I	Dapitan City Division
65	MARIETTA R. ANHAW, EdD	F	Chief Educ Supervisor	RO IX- HRDD
66	ROMEO M. DALIGDIG, EdD	M	Chief Educ Supervisor	RO IX- ASD
67	ROY J. TUBONGBANUA	M	AO V	NEU President/ RO IX- ASD
68	PILAR G. LAYON	F	AO V	RO IX- ASD
69	KRYSTEL R. LUMACAD	F	AO II	RO IX- ASD
Program Management Team				
70	RIZANOR L. ALBARICO	F	EPS	PMT
71	JULIUS M. PANDAN	M	EPS II	PMT
72	DR. JAY E. PEREY	M	Dentist III	Welfare Officer
Officials				
73	DR. RUTH L. FUENTES, CESO IV	F	Regional Director	DepEd RO IX
*	VIRGILIO P. BATAN, JR. CESO VI	M	OIC, ARD	DepEd RO IX
CO Staff				
74	CO Staff			BHROD-HRDD
75	CO Staff			BHROD-HRDD
76	CO Staff			BHROD-HRDD





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77	CO Staff			BHROD-HRDD
78	CO Staff			BHROD-HRDD
79	Facilitator			(TWG-Mindanao)

Prepared:


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EPS, HRDD

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Approved:


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8 | Page
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