Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

30 Sep 2026

DIVISION MEMORANDUM
No. 479, s. 2026

RECOMPOSITION OF THE DIVISION HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB)

TO: Assistant Schools Division Superintendents
Chief- Curriculum Implementation Division (CID)
Chief- School Governance and Operations Division (SGOD)
Education Program Supervisors
Section Heads
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Non-Teaching Personnel
All Others Concerned

1. Pursuant to Omnibus Rules on Appointments and Other Human Resource Actions and DepEd Order No. 19, s. 2022 (The Department of Education Merit Selection Plan), this Office hereby reconstitutes the members of the Human Resource Merit Promotion and Selection Board (HRMPSB).

2. The following are the members of SDO HRMPSB:

Non- Teaching Positions	***School Administration/ Teaching and Related Teaching Positions***
Chairperson: ASDS **Ronaldo V. Ramilo**	Chairperson: ASDS **Rhina O. Ilagan**
Co-Chairperson: ASDS **Rhina O. Ilagan** Members: 1. **Mario B. Maramot**- Chief SGOD 2. Head of the organizational unit where vacancy exists 3. **Lou C. Panaligan**-AOV Administrative 4. **Joemar B. Perez**- AO-IV 5. A. **Roxanne V. Redubla**-ADASII- NEU Representative (Non-Teaching First Level) B. **Rosalinda A. Mendoza**- NEU Secretary (Non-Teaching Second Level)	Co-Chairperson: ASDS **Ronaldo V. Ramilo** Members: 1. **David M. Nuay –** Chief CID (Teaching) 2. Head of the organizational unit where vacancy exists 3. **Mario B. Maramot**- Chief SGOD 4. **Lou C. Panaligan**-AOV Administrative 5. **Joemar B. Perez**- AO-IV 6. A. **Aurelia A. Aguila**- PESPA President (Elementary School Administration) B. **Wilson T. Ojales**-NAPSSPHIL President (Secondary School Administration) C. **Basiliza G. Sacdalan** -DBPTAI President (Teaching)
Secretariat from the Personnel Section **Joseph Angelo R. Ilao**	

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Secretariat from the Personnel Section **Joseph Angelo R. Ilao**	
TWG: 1. Marian L. Arias 2. Macaria Carina C. Carandang 3. Mercy R. Villanueva 4. Loreta V. Ilao 5. Emerson B. Dalangin 6. Rosalinda A. Mendoza 7. Jimmy J. Morillo 8. Elizabeth R. Tolentino 9. Ma. Leticia Jose C. Basilan 10. Rosemarie A. Encarnacion 11. Leoncia B. Maramot 12. Yorina C. Manalo 13. Alfred James A. Ellar	14. Conie C. Hernandez 15. Eleazar B. Magsino 16. Lucky May L. Pasia 17. Andrea M. Hernandez 18. Ginalyn U. Macaraig 19. Emiteria B. Villamor 20. Nenita A. Adame 21. Sarah D. Saguin

3. The HRMPSB shall assist the appointing officer/ authority in the judicious and objective selection of candidates for appointment in the agency in accordance with the approved Agency Merit Selection Plan (MSP).

4. The members of the HRMPSB shall perform the following functions:

   4.1 Develop the System of Ranking Positions (SRP) which shall be submitted for approval of the appointing officer/ authority, copy furnished the CSC and its filed offices for reference purposes;
   4.2 Recommend to the appointing officer/ authority the designation of sub-committee/s as deemed necessary to assist in the conduct of comparative assessment of applicants, and facilitate the evaluation process;
   4.3 Evaluate and deliberate the qualifications of all applicants in accordance with this policy, the provisions of the Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA), and relevant hiring guidelines;
   4.4 Make a systematic assessment of the qualifications and competence of applicants for appointment to the vacant position;
   4.5 Develop and conduct further assessment such as written examinations, skills test, BEI and others as deemed necessary;
   4.6 Submit to the appointing officer/ authority the Comparative Assessment Result – Registry of Qualified Applicants (CAR/ CAR-RQA), highlighting the top five (5) ranking candidates or less and minutes of deliberation;
   4.7 Maintain fairness and impartiality in the assessment of applicants;
   4.8 Respond to queries and or/ complaints pertaining to the comparative assessment results;
   4.9 Recommend areas of improvement to the Central Office , through proper channels on the recruitment, selection and placement policies; and
   4.10 Perform other related functions as may be assigned.

5. The members of the TWG shall perform the following functions:

   5.1 To assist in the conduct of the comparative assessment of applicants and facilitate the evaluation process;
   5.2 Evaluate and deliberate the qualifications of all applicants based on the approved Agency MSP and specific hiring guidelines;
   5.3 Make a systematic assessment of the qualifications and competence of applicants for appointment to the vacant positions; and
   5.4 Maintain fairness and impartiality in the assessment of applicants.

6. kFor information and strict compliance.

MARITES A. IBAÑEZ, CESO V
Schools Division Superintendent

Encl. None
Reference:
DepEd Order No. 19, s. 2022
To be indicated in the Perpetual Index under the following subject:
Issuance-Division Memorandum

JBP/ Recomposition of HRMPSB/
R2-156169/ 09/30/2026