



Republic of the Philippines  
**Department of Education**

DepEd MEMORANDUM  
No. **117**, s. 2017

17 JUL 2017

**CREATION OF A NATIONAL TECHNICAL WORKING GROUP TO REVIEW  
AND REVISE POLICIES ON RECRUITMENT, SELECTION,  
PLACEMENT, AND INDUCTION**

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Secretary, ARMM  
Regional Directors  
Schools Division Superintendents  
All Others Concerned

1. The Department of Education (DepEd), through the Bureau of Human Resource and Organizational Development (BHROD), is currently doing a review of its policies on recruitment, selection, placement, and induction (RSPI).

2. For this purpose, the DepEd is creating a **National Technical Working Group (NTWG) to Review and Revise Policies on Recruitment, Selection, Placement, and Induction** composed of the following:

**Chairperson** : Undersecretary **Jesus L.R. Mateo**  
Assistant Secretary **Revsee A. Escobedo**

**Co-Chairpersons** :  
Directors  
**John Arnold S. Siena**  
National Educators Academy of the Philippines (NEAP)  
**Edel B. Carag**  
Bureau of Learning Resources  
**Marilette R. Almayda**  
Bureau of Learning Delivery  
**Diosdado M. San Antonio**  
DepEd Region IV-A (CALABARZON)  
**Ramil B. Uytico**  
DepEd Region VIII  
**Wilfredo E. Cabral**  
DepEd National Capital Region (NCR)

Schools Division Superintendents/Assistant Schools Division Superintendents:

**Natividad P. Bayubay**  
Schools Division of Zamboanga del Norte  
**Cherry Mae L. Limbaco**  
Schools Division of Misamis Oriental  
**Susan S. Collano**  
Schools Division of Camarines Sur  
**Ma. Irelyn P. Tamayo**  
Schools Division of Mabalacat City  
**Lilibeth T. Estoque**  
Schools Division of Iloilo

Chief Education Supervisors:

**Marife Tañala**

DepEd Region IV-B (MIMAROPA)

**Harvie Villamor**

DepEd Region VIII

**Rachel Bugtong**

DepEd Cordillera Administrative Region (CAR)

Administrative Officers:

**Elsa Mariano**

DepEd NCR

**Janice Gamalong**

DepEd Region XI

**Anne Pelias**

DepEd IV-A (CALABARZON)

**Isabelita Sampayan**

Schools Division of Puerto Princesa City

**Jose Mariano Barril**

Schools Division of Leyte

**Arniel Garque**

Schools Division of Guimaras

**Ana Liza Quelnan**

Schools Division of Vigan City

**Menchie Kubayashi**

Schools Division of Mandaluyong City

**Christine Coronado**

Schools Division of Antipolo City

**Arvin Purisima**

Schools Division of Pangasinan II

Professional Standards for Teachers:

**Jennifer Lopez**

**Chinita Tolentino**

DepEd Region XI

3. The NTWG shall be responsible for the following:
  - a. Review relevant policies and legal bases such as Civil Service Commission (CSC) and Department of Budget and Management (DBM) issuances, DepEd Orders, and other such documents relating to RSPI in the Department;
  - b. Provide inputs and technical assistance, and address emerging concerns raised in the review, revision, and preparation of the draft Merit and Selection Plan (MSP) and other relevant guidelines;
  - c. Facilitate during the consultations and orientations with stakeholders;
  - d. Prepare draft amendments and inclusions to the MSP and other relevant guidelines; and
  - e. Finalize the draft MSP and other relevant guidelines for recommendation to the department's Executive Committee.
  
4. The Bureau of Human Resource and Organizational Development–Human Resource Development Division (BHRD–HRDD) shall serve as the Secretariat of the NTWG.

5. Expenses for the meals and snacks relative to meetings in this undertaking and traveling expenses of the TWG members and Secretariat from CO shall be charged to OSec Funds, while the TWG members from ROs and SDOs shall charge their expenses to their local funds, subject to the usual accounting and auditing rules and regulations.

6. For more information, all concerned may contact **The Secretariat**, Bureau of Human Resource and Organizational Development–Human Resource Development Division (BHROD–HRDD), 3<sup>rd</sup> Floor, Mabini Building, Department of Education (DepEd) Central Office, DepEd Complex, Meralco Avenue, Pasig City at telephone no. (02) 470-6630 or through email address: bhrod.hrdd@deped.gov.ph.

7. Immediate dissemination of this Memorandum is desired.



**LEONOR MAGTOLIS BRIONES**  
Secretary

Reference:

N o n e

To be indicated in the Perpetual Index  
under the following subjects:

COMMITTEES  
OFFICIALS  
PLACEMENT  
RECRUITMENT  
SELECTION