



Republic of the Philippines  
**Department of Education**

05 MAY 2022

DepEd MEMORANDUM  
No. **041**, s. 2022

**TRANSITORY MEASURES ON THE IMPLEMENTATION  
OF DEPED ORDER NO. 019, s. 2022**  
(The Department of Education Merit Selection Plan)

To: Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
Schools Division Superintendents  
Public Elementary and Secondary School Heads  
All Others Concerned

1. The Department of Education (DepEd) issues these guidelines on **Transitory Measures on the Implementation of DepEd Order (DO) No. 019, s. 2022** titled **The Department of Education Merit Selection Plan (MSP)** to set forth the necessary activities and measures to ensure smooth transition and proper implementation of the provisions of the DepEd MSP.

2. Consistent with the Department's objective on gearing towards the competency-based recruitment, selection, and placement (RSP) system, these guidelines aim to guide DepEd personnel and stakeholders in preparing and setting up the necessary structural and technological mechanisms to transition to the new system of selection, hiring, appointment, and promotion of personnel across all governance levels of DepEd. These shall be realized through the following critical activities:

- a. The Department, through the Bureau of Human Resource and Organizational Development (BHROD), shall facilitate the **issuance of further Guidelines on Recruitment, Selection, and Appointment (RSA)** of first and second level personnel in the teaching, school administration, related-teaching, and nonteaching positions in all governance levels in DepEd in accordance with Item 101, Part VII. Transitory Provisions of DO 019, s. 2022;
- b. Guided by Part V(G) Institutional Arrangements, Items 81, 82, and 83 of the DepEd MSP, all appointing officers/authorities in the central, regional, and schools division offices shall **establish their respective Human Resource Merit Promotion and Selection Board (HRMPSB)** for the following:
  - i. First level positions;
  - ii. Second level positions, including second level executive/managerial positions;
  - iii. Specialized and highly technical positions; and/or
  - iv. Other purposes, as deemed necessary.

This shall be done through the issuance of an Office Order specifying the membership of the HRMPSB and their roles and responsibilities. Further, upon the recommendation of the Human Resource Management Officers (HRMOs) and HRMPSBs, the appointing authorities shall designate sub-committees, insofar as practicable, to assist in the receipt of applications, initial evaluation, and comparative assessment of applicants. The designation shall bear the specific duties and responsibilities to be performed by the sub-committee/s.

Existing HRMPSBs and sub-committees in the Department shall be reorganized and re-established pursuant to the aforementioned provisions.

- c. **Capability building of DepEd personnel, HRMOs, HRMPSBs, appointing officers/authorities, and other stakeholders** shall be led by the BHROD in the Central Office (CO), the Human Resource Development Division (HRDD) in the Regional Office (RO), and HRD Section in the Schools Division Office (SDO). Moreover, they shall develop and implement a communication plan to include dissemination of information, education, and communication (IEC) materials for the RSP initiatives of the Department pursuant to Item 102, Part VII Transitory Provision of the DepEd MSP.

3. In light of the transitory activities enumerated above, the implementation of the DepEd MSP per DO 019, s. 2022 shall commence on **September 01, 2022**. All vacant positions that are published and posted prior to September 01, 2022, including all ongoing recruitment, selection, and appointment actions, shall continue to be governed by the existing policies and guidelines, as applicable.

4. For more information, please contact the **Bureau of Human Resource and Organizational Development-Human Resource Development Division**, 4th Floor, Mabini Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph) or at telephone number (02) 8470-6630.

5. Immediate dissemination of this Memorandum is desired.

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Reference: DepEd Order (No. 019, s. 2022)  
To be indicated in the Perpetual Index  
under the following subjects:

APPOINTMENT  
EMPLOYMENT  
HIRING  
POSITIONS

RECRUITMENT  
RULES AND REGULATIONS  
SELECTION



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