



2408-449

Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

2408-449

Republic of the Philippines
Department of Education
REGION I

REGIONAL MEMORANDUM
No. 097 s. 2024
To: All Schools Division Superintendents
All Others Concerned

FILLING-UP OF UNFILLED DEPED AUTHORIZED POSITIONS IN DEPED FIELD OFFICES

- This is in reference to the attached MEMORANDUM DM-OUHROD-2024-1422 dated July 26, 2024 from Atty. Revsee A. Escobedo, Undersecretary for Operations, and Dir. Wilfredo E. Cabral, Regional Director, Officer-In-Charge, Office of the Undersecretary for Human Resource and Organizational Development, Department of Education, re: Filling-Up of Unfilled DepEd Authorized Positions in DepEd Field Offices.
- In line with this, it is requested to give priority for the expeditious hiring and filling-up of the reported unfilled items, and to ensure accurate data reports on the deployment of the filled and unfilled items.
- Moreover, it is directed to comply with the timely updating of the Personal Services Itemization and Plantilla of Personnel (PSIPOP), and update the POP portion monthly with its uploading in the DBM-GMIS database last week of the month.
- For information, guidance and strict compliance.

TOLENTINO G. AQUINO
Director IV

Encl: As Stated
References: As Stated
To be indicated in the Perpetual Index
Under the following subjects:

DEPLOYMENT PERSONNEL	ITEMS POSITIONS	MONITORING REPORTS	OFFICES SYSTEM
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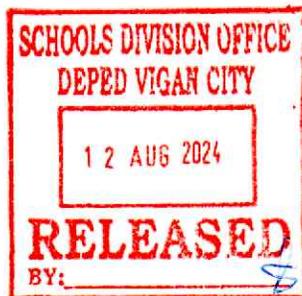
AD/FS/hh/RM_Filling-UpUnfilledDepEdAuthorizedPositions
August 1, 2024

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DepEd Region I | M region1@deped.gov.ph | www.depedr1.com

August 06, 2024

To: Personnel Unit

Attention is drawn to the third and fourth paragraphs, which provides for the filling of unfilled DepEd authorized positions at DepEd field offices. For information, assistance, and reference.



VILMA D. EDA, CESO V
Schools Division Superintendent



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Department of Education
REGION I



REGIONAL MEMORANDUM

No. 897 s. 2024

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2. In line with this, it is requested to give priority for the expeditious hiring and filling-up of the reported unfilled items, and to ensure accurate data reports on the deployment of the filled and unfilled items.
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4. For information, guidance and strict compliance.

TOLENTINO G. AQUINO
Director IV

Encl.: As Stated

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

DEPLOYMENT	ITEMS	MONITORING	OFFICES
PERSONNEL	POSITIONS	REPORTS	SYSTEM

AD/PS/hfa/RM_Filling-UpUnfilledDepEdAuthorizedPositions
August 1, 2024



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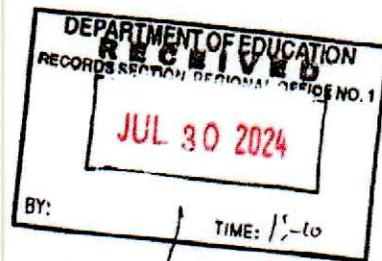




Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



MEMORANDUM
OM-OUHROD-2024-1422

TO : Regional Directors
Schools Division Superintendents

FROM : *[Signature]*
Atty. REVSEE A. ESCOBEDO
Undersecretary for Operations

[Signature]
WILFREDO H. CABRAL
Regional Director,
Officer-in-Charge, Office of the Undersecretary for
Human Resource and Organizational Development



Documan 3
DepEd RO1 REC 2408004

SUBJECT : FILLING-UP OF UNFILLED DEPED AUTHORIZED POSITIONS
IN DEPED FIELD OFFICES

DATE : 26 July 2024

In line with the Department's endeavor to improve the filling-up of DepEd authorized items, this is to provide the data on unfilled items per region and schools division office based on the Department of Budget and Management-Government Manpower Information System (DBM-GMIS) as of 24 May 2024. Attached as Annex A is the abovementioned list disaggregated per region.

In this regard, the Regional Directors and Schools Division Superintendents are requested to **prioritize the expeditious hiring and filling-up of the reported unfilled items** within your jurisdiction except those identified as Coterminous to the Incumbent (CTI) items in regional and schools division offices, while Administrative Support Plantilla Items for DepEd Elementary and Secondary Schools tagged as CTI that were affected by the Rationalization Plan may be filled-up as provided in Memorandum DM-HROD-2021-0096 dated 18 August 2021 or the *Clarificatory Guideline on the Filling Up of Administrative Support Items for DepEd Elementary and Secondary Schools*.

Lastly, to ensure accurate data reports on filled and unfilled items, we would like to enjoin all DepEd field offices to comply with the timely updating of the Personal Services Itemization and Plantilla of Personnel (PSIPOP) and update the POP portion on a monthly basis and upload the same to the DBM-GMIS database every last week of the month.

For compliance.



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Effectivity	03.23.23	Page	1 of 1



DepEd RO1 REC 2408004

Department of Education
 List of Unfilled Authorized Items in DepEd Region I - Ilocos
 Based on the DBM-GMS as of 24 May 2024

Position	Division of Alaminos City	Division of Batac City	Division of Candia City	Division of Dagupan City	Division of Ilocos Norte	Division of Ilocos Sur	Division of La Union	Division of Lepag City	Division of Pangasinan I	Division of Pangasinan II	Division of San Carlos City	Division of San Fernando City	Division of Urdaneta City	Division of Vigan City	Regional Office Program	Grand Total
Teaching	18	2	7	28	271	207	146	44	474	152	14	9	17	5		1,392
Assistant Professor II							2									2
Master Teacher I				2	28	21	7	1	22	6		1				89
Master Teacher II					8	10	1		11	2		1				30
Special Education Teacher I					1		1		2	1						5
Special Education Teacher II						1					1					2
Special Education Teacher III							1		1							2
Special Science Teacher I					1	3	1		5							10
Teacher I	6	1	1	8	100	53	84	15	102	75	10	5	7	1		468
Teacher II	5		1	5	73	57	36	10	226	39		2	6	3		483
Teacher III	7	1	8	11	89	62	13	18	108	29	3		4	1		321
Teaching-Related	10	2	9	16	64	78	83	18	159	86	13	12	22	6	1	591
Assistant School Principal II			2	1		4	7	3	1	8		3	3	2		32
Education Program Specialist I				1											1	1
Education Program Specialist II																1
Education Program Supervisor	1					1										2
Guidance Coordinator III					2				1							3
Guidance Counselor I				1	5	3	10	1	25	11	3	1	2			62
Guidance Counselor II	5	1	3	8	21	26	30	6	74	49	10	4	7	4		242
Guidance Counselor III	3		1		6	4	3	6	10	2				2		37
Head Teacher I				1	1	8	4		9	2						26
Head Teacher II				1			2		1							4
Head Teacher III	1				10	11	1		17	7						47
Head Teacher IV						1	1						1			3
Head Teacher V						3			4	1						8
Public Schools District Supervisor		1	1			7				1						10
School Librarian I						1			1							2
School Librarian II							1	1		2						4
School Librarian III									1							1
School Principal I				1	16	6	20		11	4		4	5			66
School Principal II			1		2	8	2		1	7			1			22
School Principal III			1			1	2			3			2			9
School Principal IV				2	1	1			3	1			1			9
Non-Teaching	3	7	4	10	57	88	69	18	190	41	10	3	4	4	7	515
Accountant I			1			2		1		1					1	6
Administrative Aide I	1		1	1	8	15	14	5	37	1	7			3		95
Administrative Aide II				1				1								2
Administrative Aide III		1		1	1	3	3		7							16
Administrative Aide IV					1	3	3		14	7					1	29
Administrative Aide V				1	3	2	1	2	2	1						10
Administrative Assistant I		1						1							1	3
Administrative Assistant II	1	1		1	11	24	18	1	50	11	1	1	3	1		124
Administrative Assistant III				4	13	11	13		20	8			1			70
Administrative Officer I		1				1			3							5
Administrative Officer II				1	11	8	8		26	2						58
Administrative Officer IV					1			1	1						1	4

Department of Education
 List of Unfilled Authorized Posts in DepEd Region I - Ilocos
 Based on the DBM-GMS as of 24 May 2024

Position	Division of Alambes City	Division of Batac City	Division of Candian City	Division of Dagupan City	Division of Ilocos Norte	Division of Ilocos Sur	Division of La Union	Division of Lingayen City	Division of Pangasinana I	Division of Pangasinana II	Division of San Carlos City	Division of San Fernando City	Division of Urdaneta City	Division of Vigan City	Regional Office Proper	Grand Total
Administrative Officer V												1			2	3
Agriculturist I						1	1									2
Assistant Schools Division Superintendent						1	1	1			1					4
Communications Equipment Operator III					1											1
Dental Aide					3	3		2	5							13
Dentist II					1	2		1	2	1						7
Librarian II					1											1
Master Fisherman I								1								1
Nurse I						4										4
Planning Officer III		1														1
Project Development Officer I						2	7		20	2						31
Registrar I			1			2			2							5
Schools Division Superintendent	1										1	1				3
Security Guard I					1	3		2	2	1					1	10
Security Guard II										1						1
Watchman I								1								1
Grand Total	31	11	20	52	352	373	298	80	823	289	37	24	43	17	8	2,498