



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

Division Memorandum  
No. 44 s. 2025

**CORREGINDUM ON DIVISION MEMORANDUM 191, S 2024 ON THE RECONSTITUTION OF THE COMPOSITION OF HUMAN RESOURCE MERIT PROMOTION & SELECTION BOARD (HRMPSB) FOR TEACHING POSITIONS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
School Heads of Public Elementary and Secondary Schools  
All SDO Personnel  
All Others Concerned

1. The Department of Education has issued DepEd Orders No. 20 and No. 21, series of 2024, which mandate strict adherence to the principles of merit and fitness in the employment processes within the government.
2. In line with these, Division Memorandum No. 191, series of 2024, addresses the reconstitution of the Division Human Resource Merit, Promotion, and Selection Board (HRMPSB), while Division Memorandum No. 12, series of 2025, announces the Call for Applications of Teacher-Applicants for School Year 2025-2026. The membership of the HRMPSB for Teaching Positions (Teacher I – Master Teacher V) requires the Chief of the Curriculum Implementation Division.
3. Consistent with these mandates, **Mr. Rodrigo Q. Reyes Jr.**, Chief Education Supervisor for School Governance and Operations, will be **replaced by Ms. Marie Christine L. Natividad**, Chief Education Supervisor for the Curriculum and Implementation Division, as a regular member of the **HRMPSB for Teaching Positions**. However, **Mr. Rodrigo Q. Reyes Jr.** will continue to serve as a **regular member for Non-Teaching and Teaching-Related Positions**.
4. The corrected composition of HRMPSB Members is attached here as Annex A.
5. Immediate and widest dissemination of this memorandum is required.

*Vilma D. Eda Ceso V*  
**VILMA D. EDA CESO V**  
Schools Division Superintendent

SCHOOLS DIVISION OFFICE  
DEPED VIGAN CITY  
04 FEB 2025  
**RELEASED**  
BY: *[Signature]*



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**ANNEX A**

<b>HRMPSB FOR TEACHING POSITIONS</b>	<b>HRMPSB MEMBERS</b>
Chairperson: a) Assistant Schools Division Superintendent	a) Annie D. Pagdilao, CESO VI Assistant Schools Division Superintendent
Members: b) <b>Chief Education Supervisor-Curriculum and Implementation Division</b> c) School Head where vacancies exist d) Administrative Officer V (Administrative Services) e) Administrative Officer IV (Personnel) f) Representative of the accredited teachers association	b) <b>Marie Christine L. Natividad, Chief Education Supervisor, CID</b> c) School Head where vacancies exist d) Atty. Kim R. Tagorda, AOV (Administrative Section) e) Greatest Yeng C. Molina, AO IV (Personnel) f) Crispulo V. Arquero III, Master Teacher I
Secretariat: Selected Personnel from HR/Administrative Section	Mark Jason Raboy, ADA VI Karen Gay Cu, ADAS III Angelene Itchon, ADA VI

<b>HRMPSB FOR NON-TEACHING POSITIONS (1<sup>ST</sup> LEVEL)</b>	<b>HRMPSB MEMBERS</b>
Chairperson: a) Assistant Schools Division Superintendent	a) Annie D. Pagdilao, CESO VI Assistant Schools Division Superintendent
Members: b) <b>Chief Education Supervisor-School Governance and Operations Division</b> c) School Head/Chief of the Division/Section Head where vacancies exist d) Administrative Officer V (Administrative Services) e) Administrative Officer IV (Personnel)	b) <b>Rodrigo Q. Reyes Jr., Chief Education Supervisor, SGOD</b> c) School Head/Chief of the Division/Section Head where vacancies exist d) Atty. Kim R. Tagorda, AOV (Administrative Section) e) Greatest Yeng C. Molina, AO IV (Personnel)



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f) Representative of the accredited employee's association (1 <sup>st</sup> level)	f) Vince Jude Rosales, Administrative Assistant III
Secretariat: Selected Personnel from HR/Administrative Section	Mark Jason Raboy, ADA VI Karen Gay Cu, ADAS III Angelene Itchon, ADA VI

<b>HRMPSB FOR NON-TEACHING POSITIONS (2<sup>nd</sup> Level and School Head Positions)</b>	<b>HRMPSB MEMBERS</b>
Chairperson: a) Assistant Schools Division Superintendent	a) Annie D. Pagdilao, CESO VI Assistant Schools Division Superintendent
Members:  b) Chief Education Supervisor-School Governance and Operations Division c) School Head/Chief of the Division/Section Head where vacancies exist d) Administrative Officer V (Administrative Services) e) Administrative Officer IV (Personnel) f) Representative of the accredited employee's association (2 <sup>nd</sup> level and school head positions)	b) Rodrigo Q. Reyes Jr., Chief Education Supervisor, SGOD c) School Head/Chief of the Division/Section Head where vacancies exist d) Atty. Kim R. Tagorda, AOV (Administrative Section) e) Greatest Yeng C. Molina, AO IV (Personnel) f) Mary Joy Suero, Administrative Officer V ( 2 <sup>nd</sup> Level positions) or Anita R. Presto, Principal III ( school head positions)
Secretariat: Selected Personnel from HR/Administrative Section	Mark Jason Raboy, ADA VI Karen Gay Cu, ADAS III Angelene Itchon, ADA VI



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