



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

15 JUN 2026

OFFICE ORDER

No. 247, s. 2026

Ms. Daisy A. Ancheta
Administrative Officer V
Schools Division Office
Vigan City

Designation Order

DepEd Order No. 007, s. 2023 titled "**Guidelines on Recruitment, Selection, and Appointment in the Department of Education**" upholds the principle of merit, fitness, competence, equal opportunity, transparency, and accountability in the Department of Education.

In line with this, you are hereby designated as a member of the Division Human Resource, Merit, Promotion and Selection Board.

You shall perform the duties and responsibilities attached to your designation and such other related functions as may be assigned.

This designation will not entitle the designate to additional remuneration and preferential attention to future promotion.

Issued this 15th day of June, 2026.

VILMA D. EDA, CESO V
Schools Division Superintendent



Copy Furnished:

Office of the Schools Division Superintendent
Office of the Assistant Schools Division Superintendent
Chief Education Supervisor – CID & SGOD
School Heads
201 – D. Ancheta





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Office of the Schools Division Superintendent



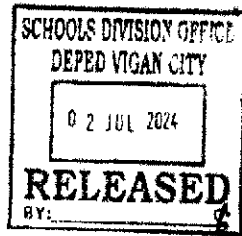
DIVISION MEMORANDUM

No. 19, s. 2024

**ADDENDUM TO OFFICE ORDER NO. 292 s. 2024 ON THE RECONSTITUTION
 OF THE COMPOSITION OF THE DIVISION HUMAN RESOURCE MERIT,
 PROMOTION & SELECTION BOARD (HRMPSB)**

To: Assistant Schools Division Superintendent
 Division Chiefs (CID and SGOD)
 Section Heads / Unit Heads
 Public School Heads
 All Others Concerned

1. The Department of Education issued DepEd Order No. 19, s. 2022 and DepEd Order No. 007 s. 2023 which requires strict adherence to the principles of merit and fitness in the employment in the government.
2. In line with these, Office Order No. 292 s. 2024 reconstituted the composition of the Division Human Resource Merit, Promotion, and Selection Board (HRMPSB).
3. The membership of the HRMPSB requires a representative of the employees' association, from the school heads' association, and a representative from the teachers' association.
4. Consistent to these mandates, **Mr. Crispulo V. Arquero III**, president of the Vigan City Teachers' Association, and **Mrs. Anita R. Presto**, VCTEA president, are hereby added to the list of HRMPSB Members.
5. A corrected copy of the HRMPSB Members is attached here as Annex A.
6. Immediate and widest dissemination of this memorandum is desired.



VELMA D. EDA, CESO V
 Schools Division Superintendent



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HRMPSB MEMBERS (2nd Level, including 2nd Level Executive/Managerial Positions)	HRMPSB MEMBERS
<p>Chairperson: a) Asst. Schools Division Superintendent</p> <p>Members: b) Chief Education Supervisor, SGOD c) School Head/Chief of Division/Section Head where the vacancy exists d) Administrative Officer V (Administrative Services) e) Administrative Officer IV (Personnel) f) Representative of accredited employees association belonging to 2nd level employees or Representative from School Heads Association or Representative from Teachers' Association</p> <p>Secretariat: Selected Personnel from HR/Administrative Services section</p>	<p>a) Annie D. Pagdilao, EdD, CESO VI, Office of the ASDS</p> <p>Members: b) Rodrigo Q. Reyes Jr., Chief Education Supervisor, SGOD c) School Head/Chief of Division/Section Head where the vacancy exists d) Atty. Kim R. Tagorda, AOV (Administrative Services) e) Greatest Yeng C. Molina, AO IV (Personnel) f) Mary Joy P. Suero, Administrative Officer V, Mrs. Anita R. Presto, or Mr. Crispulo V. Arquero III or Vincent Jude Q. Rosales</p> <p>Secretariat: Mark Jason Raboy Administrative Aide VI Angelene R. Itchon Administrative Aide VI</p>

HRMPSB MEMBERS (1st Level)	HRMPSB MEMBERS
<p>Chairperson: a) Asst. Schools Division Superintendent</p> <p>Members: a) Chief Education Supervisor, SGOD</p>	<p>a) Annie D. Pagdilao, EdD, CESO VI, Office of the ASDS</p> <p>b) Rodrigo Q. Reyes Jr., Chief Education Supervisor, SGOD</p>



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<ul style="list-style-type: none">b) School Head/Chief of Division/Section Head where the vacancy existsc) Administrative Officer V (Administrative Services)d) Administrative Officer IV (Personnel)e) Representative of accredited employees association belonging to 2nd level employees or Representative from School Heads Association or Representative from Teachers' Association <p>Secretariat: Selected Personnel from HR/Administrative Services section</p>	<ul style="list-style-type: none">c) School Head/Chief of Division/Section Head where the vacancy existsd) Atty. Kim R. Tagorda, AOV (Administrative Services)e) Greatest Yeng C. Molina, AO IV (Personnel)f) Mrs. Anita R. Presto, or Mr. Crispulo V. Arquero III / Vincent Jude Q. Rosales <p>Secretariat: Mark Jason Raboy Administrative Aide VI Angelene R. Itchon Administrative Aide VI</p>
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