



Republic of the Philippines
Department of Education
 REGION VIII - EASTERN VISAYAS

November 10, 2022

REGIONAL MEMORANDUM

No. **1264**, s. 2022

SCHEDULE AND VENUE OF REGIONAL RE-ORIENTATION AND SIMULATION ACTIVITIES FOR AGENCY MERIT SELECTION PLAN (MSP) AND RECRUITMENT, SELECTION, AND APPOINTMENT (RSA) GUIDELINES FOR CENTRAL OFFICE AND FIELD OFFICES

To: Schools Division Superintendents
 Regional and Schools Divisions Human Resource Merit
 Promotion and Selection Board (HRMPSB)
 All Others Concerned

- With reference to the attached Memorandum DM-OUHROD-2022-0257 re **Change in Schedule and Venue of Regional Re-orientation and Simulation Activities for Agency Merit Selection Plan (MSP) and Recruitment, Selection, and Appointment (RSA) Guidelines for Central and Field Offices**, this Office informs all concerned that the schedule and final venue shall be on **November 15-19, 2022** at the **Hotel Fortuna**, Cebu City.
- The participants to this activity are the following:

Regional Office Proper	Schools Division Office and Schools
Assistant Regional Director as HRMPSB Chair in the RO Proper	Assistant Schools Division Superintendents as HRMPSB Chair in the SDO and schools
Administrative Officer V (HRMO)	Administrative Officer IV (HRMO)
Two (2) HRMPSB Members (to be determined by RD)	Two (2) HRMPSB Members (to be determined by SDS)
Two (2) HRMPSB Secretariat	

- The Schools Division Superintendents shall submit the list of participants at the same time confirmation of attendance to this Office, Attention: Personnel Section at email address: **personnel.region8@deped.gov.ph** using the attached template on or before **November 11, 2022, 5pm.**



4. The following members of the Recruitment, Selection, Placement, and Induction-National Technical Working Group (RSPI-NTWG) are likewise requested to attend the said activity:

Name	Position	Office/Region/SDO
Dr. Harvie D. Villamor	Chief Education Supervisor	CLMD-Regional Office
Dr. Jose Mariano E. Barril	Administrative Officer IV (HRMO II)	Division of Leyte

5. First meal shall be PM snacks of **November 15, 2022** while last meal is lunch of **November 19, 2022**.

6. Expenses for the board and lodging shall be charged against the funds downloaded for this purpose. Travel and other incidental expenses of the participants shall be charged against local funds; while travel expenses of the RSPI-NTWG shall be charged against 2022 OPDNTF funds of BHROD-HRDD. All expenses shall be subject to existing budgeting, accounting, and auditing rules and regulations.

7. Immediate dissemination of and compliance with this Memorandum is desired.

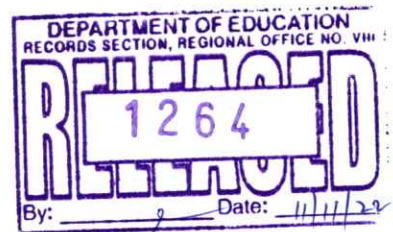

EVELYN R. FETALVERO, CESO IV
 Regional Director

Enclosure: As stated

Reference: As stated

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

HRMPSB
 MERIT SELECTION PLAN
 RECRUITMENT, SELECTION, AND APPOINTMENT
 RE-ORIENTATION
 SIMULATION



AD-PS-EDR

Enclosure to Regional Memorandum No. 1264, s. 2022

**REGIONAL RE-ORIENTATION AND SIMULATION ACTIVITIES FOR AGENCY MERIT
SELECTION PLAN (MSP) AND RECRUITMENT, SELECTION, AND APPOINTMENT (RSA)
GUIDELINES FOR CENTRAL OFFICE AND FIELD OFFICES**

**November 15-19, 2022
Hotel Fortuna, Cebu City**

LIST/CONFIRMATION OF PARTICIPANTS

Division: _____

Name	Sex	Position	Designation	Date and Time of Arrival	Date and Time of Departure
			HRMPSB Chair		
			AO IV (HRMO)- HRMPSB Member		
			HRMPSB Member		
			HRMPSB Member		

Submitted by:

Schools Division Superintendent



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT,
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES, AND
TEACHER EDUCATION COUNCIL SECRETARIAT

OFFICE OF THE DIRECTOR IV	
Date and Time Received	3:26
Signature	<i>[Signature]</i>
Date and Time Released	
Signature	<i>[Signature]</i>

DEPARTMENT OF EDUCATION
RECEIVED
SECTION: SCHOOL OFFICE NO. 1

OCT 26 2022 79302

BY: *[Signature]* TIME: 3:14pm

MEMORANDUM
DM-OUHROD-2022-0257

TO: Regional Directors
Schools Division Superintendents

FROM: GLORIA JUMAMIL - MERCADO
[Signature]
Undersecretary for Human Resource and Organizational Development,
Teacher Education Council Secretariat, and National Educators' Academy of
the Philippines

SUBJECT: Change in Schedule and Venue of Regional Re-orientation and Simulation Activities for Agency Merit Selection Plan (MSP) and Recruitment, Selection, and Appointment (RSA) Guidelines for Central Office and Field Offices

DATE: 21 October 2022

In view of the effectivity of DO 019, s. 2022 in January 2023 and following the recently concluded HROD Interface with Regional Operations Group wherein the Regional Directors raised concerns about the urgency and importance of expediting the roll-out and capability building of the human resource (HR) implementers, please be guided by the following **changes in schedule and venue** of the **Regional Re-orientation and Simulation Activities on the DepEd MSP and RSA Guidelines for Field Offices per DM-OUHROD-2022-036:**

Region	Date (inclusive of travel time)	Venue
Region 12	October 25 to 28, 2022	Avior Hotel, Santiago Blvd., General Santos City
Region 2	November 8 to 11, 2022	NEAP Region 2, Tuguegarao City
Regions 7 and 8*	November 15 to 18, 2022	Within Cebu
Regions 1 and CAR*	November 22 to 25, 2022	Within La Union
Region 11	December 11 to 14, 2022	Within Davao
Region 10	December 13 to 16, 2022	Within Cagayan De Oro
Region 6	January 10 to 13, 2023	Within Iloilo
Region 5	January 16 to 19, 2023	Within Albay
Region 9	January 24 to 27, 2023	Within Zamboanga
Region 4B	January 31 to February 2, 2023	Within Palawan

*Clustered

In the exigency of service and to expedite the conduct of said regional re-orientation and simulation activities, **Regions 7 & 8 and Regions 1 & CAR will be clustered.** In view of this, Regions 8 and CAR are hereby authorized and instructed to procure the board and lodging of their respective participants within the area identified above using the funds downloaded for this purpose. Travelling and other incidental expenses of the participants shall be charged against local funds; while travel expenses of the RSPI-NTWG, external resource person (if any), and program organizers shall be charged against 2022 OPDNTF funds of BHROD-HRDD. All expenses shall be subject to existing budgeting, accounting, and auditing rules and regulations.

Attached for reference is the **Indicative Program of Activities** (see Annex A). First meal is Dinner of Day 0 and last meal is PM Snacks of Day 3 (see Annex B for meal schedule). Further details, exact venues of the remaining regions, and other administrative arrangements will be announced through a separate advisory.

Registered participants from each governance level are likewise reminded of the following pre-work requirements in preparation to the simulation activities:

1. Read and review the **CSC Memorandum Circular (MC) No. 14 (ORAOHRA), DO 019, s. 2022** (The Department of Education Merit Selection Plan), and the **PowerPoint Material** for the *Recruitment, Selection, and Appointment (RSA) Guidelines*. Please download the aforementioned files through <https://tinyurl.com/MSP-RSA-References>; and
2. Bring the following resources that will be used for the simulation activities:
 - a. Three (3) complete set of sample application documents (per Item 20 of MSP) for each job group:
 - Teaching
 - Non-Teaching
 - Related-Teaching
 - School Administration

Note: Rest assured that the PDS and CV/Resume shall only be used and processed for purposes related to the workshop and in accordance with the provisions of Republic Act No. 10173 or the *Data Privacy Act of 2012*.

- b. Laptop
- c. Extension cords

For further questions and clarifications, please contact the Human Resource Development Division of the Bureau of Human Resource and Organizational Development (BHROD-HRDD) at telephone no. (02) 847-6630 or email address bhrod.hrdd@deped.gov.ph and look for Ms. Ruby Chanda Jetomo-Crisostomo or Ms. Irralyn Cats.

For your appropriate action and compliance.

BHROD-HRDD/Crisostomo

**Bureau of Human Resource and Organizational Development - Human Resource Development Division
Recruitment, Selection, Placement, and Induction (RSPI) System**

ACCOMMODATION AND MEAL MATRIX

Regional Re-orientation and Simulation Activities for Agency Merit Selection Plan (MSP) and Recruitment, Selection, and Appointment (RSA) Guidelines

PROGRAM	DAY 0	DAY 1	DAY 2	DAY 3
Registration		7:30 AM		
Start		8:30 AM		
End				4:00 PM
ACCOMMODATION	DAY 0	DAY 1	DAY 2	DAY 3
Check-in	3:00 PM			
Check-out				12:00 PM
MEALS	DAY 0	DAY 1	DAY 2	DAY 3
Breakfast		√	√	√
AM Snacks		√	√	√
Lunch		√	√	√
PM Snacks		√	√	√
Dinner	√	√	√	

DAY 2 (Thursday)		
8:30 AM – 9:00 AM	Management of Learning <i>(Recap of Day 1)</i>	HRDD Organizing Team
9:00 AM – 12:00 PM	Input Session and Simulation Activity 4: <i>Comparative Assessment – Teacher I</i>	RSPI NTWG
	Processing and Reflection	
12:00 PM – 1:30 PM	Lunch	
1:30 PM – 2:00 PM	Management of Learning	HRDD Organizing Team
2:00 PM – 5:00 PM	Input Session and Simulation Activity 5: <i>Comparative Assessment – NTRTSA</i>	RSPI NTWG
	Processing and Reflection	
5:00 PM – 5:15 PM	Announcements and Instructions for Day 3 • <i>Assignment: Sample Interview Questions</i>	HRDD Organizing Team
DAY 3 (Friday)		
8:30 AM – 8:45 AM	Management of Learning	HRDD Organizing Team
8:45 AM – 10:00 AM	Input Session 6: <i>Behavioural Events Interview</i>	RSPI NTWG
	Processing and Reflection	
10:00 AM – 10:15 AM	AM Snack	
10:15 AM – 11:45 AM	Input Session 7: <i>Appointment and Probation</i>	RSPI NTWG
11:45 AM – 1:00 PM	Lunch	
1:00 PM – 3:00 PM	Input Session and Simulation Activity 8: <i>Recruitment Planning</i>	RSPI NTWG
	Processing and Reflection	
3:00 PM – 3:15 PM	Management of Learning <i>(Post-test)</i>	HRDD Organizing Team
	Activity Evaluation	
3:15 PM – 3:30 PM	Closing Program <ul style="list-style-type: none"> • <i>Ways Forward</i> • <i>Announcements</i> 	HRDD Organizing Team
	Message of Inspiration	Usec. Gloria Jumamil-Mercado Undersecretary
	Message of Commitment	<i>*RD of Host Region (if available)</i>
	Closing Remarks	Dir. Jennifer E. Lopez Director III, BHROD

**Bureau of Human Resource and Organizational Development – Human Resource Development Division
Recruitment, Selection, Placement, and Induction (RSPI) System**

PROGRAM DESIGN

Regional Re-orientation and Simulation Activities for Agency Merit Selection Plan (MSP) and Recruitment, Selection, and Appointment (RSA) Guidelines

Following the National Kick-Off Activity for the Re-orientation of the Agency MSP and RSA Guidelines conducted last September 15 and 16, 2022, the BHRD-HRDD is conducting a series of *Regional Re-orientation and Simulation Activities on the Agency Merit Selection Plan (MSP) and Recruitment, Selection, and Appointment (RSA) Guidelines for Central Office and Field Offices* with the following objectives:

1. to re-orient the HRMOs and HRMPSB members who have undergone the initial capability-building activities in 2019 and 2020;
2. to strengthen understanding and practice of HRMOs and HRMPSB members through the conduct of simulation of the assessment process; and
3. to prepare a comprehensive action plan that applies the principles, processes, and procedures of the revised RSA policy of the Department.

TIME	ACTIVITY	RESPONSIBLE PERSON
DAY 0 (Tuesday)		
2:00 PM	<i>Ingress of Participants</i>	HRDD Organizing Team
DAY 1 (Wednesday)		
8:00 AM – 8:30 AM	Registration	HRDD Organizing Team
8:30 AM – 8:50 AM	Preliminaries <ul style="list-style-type: none"> • <i>National Anthem & Prayer</i> • <i>Roll Call of Participants</i> • <i>Objectives and Expectation Setting</i> • <i>House Rules</i> 	HRDD Organizing Team
8:50 AM – 9:00 AM	Opening Remarks Welcome Message	Atty. Anne Rachel C. Miguel Director IV, BHRD <i>*RD/ SDS of Host RO/ SDO (if available)</i>
9:00 AM – 9:30 AM	HR Overview <ul style="list-style-type: none"> • <i>HRD Framework</i> • <i>DepEd MSP, QS& RSA Policy Updates</i> 	Ms. Cecille A. Anyayahan Project Development Officer V, BHRD-HRDD
9:30 AM – 9:45 AM	AM Snack	
9:45 AM – 10:15 AM	Management of Learning <i>(Pre-test)</i>	HRDD Organizing Team
10:15 AM – 12:00 PM	Input Session and Simulation Activity 1: <i>Publication and Posting</i> Processing and Reflection	RSPI NTWG
12:00 PM – 1:30 PM	Lunch	
1:30 PM – 3:00 PM	Input Session and Simulation Activity 2: <i>Receipt of Application Documents</i> Processing and Reflection	RSPI NTWG
3:00 PM – 3:15 PM	PM Snack	
3:15 PM – 5:15 PM	Input Session and Simulation Activity 3: <i>Initial Evaluation</i> Processing and Reflection	RSPI NTWG
5:15 PM – 5:30 PM	Announcements and Instructions for Day 2	HRDD Organizing Team



Republika ng Pilipinas

Department of Education



OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT,
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES,
TEACHER EDUCATION COUNCIL SECRETARIAT, AND
DEPED EMPLOYEES' ASSOCIATIONS COORDINATING OFFICE

MEMORANDUM

QM-OUHROD-2022- 0076

TO: REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS

FROM:  **GLORIA JUMAMIL – MERCADO** 
*Undersecretary for Human Resource and Organizational Development,
National Educators Academy of the Philippines,
Teacher Education Council Secretariat, and
DepEd Employees' Associations Coordinating Office*

SUBJECT: *Regional Re-orientation and Simulation Activities for Agency Merit Selection Plan (MSP) and Recruitment, Selection, and Appointment (RSA) Guidelines for Central Office and Field Offices*

DATE: 13 September 2022

The recruitment, selection, placement, and induction (RSPI) system is a core component of the overall strategic Human Resource Management and Development system of the Department of Education (DepEd). Last April 22, 2022, the enhanced DepEd MSP has been officially issued through **DepEd Order (DO) No. 19, s. 2022** which prompted the need to set forth necessary activities and measures to ensure smooth transition of the DepEd MSP starting September 01, 2022¹. Consistent with Part VII. Transitory Provisions of DO 019, s. 2022, there is a need to conduct the following initiatives:

1. establish and issue subsequent RSA policies which shall stipulate the specific operational guidelines, rules, and regulations that shall govern the hiring and promotion of personnel in all job groups;
2. to develop and disseminate information, education, and communication (IEC) materials for the RSP initiatives of DepEd; and
3. to provide capability building activities to all HRMOs, HRMPSB members, and other stakeholders in the regional and schools division offices.

Following the **National Kick Off Activity for the Re-orientation of the Agency MSP and RSA Guidelines** conducted last September 15 and 16, 2022, the BHROD-HRDD will conduct a series of **Regional Re-orientation and Simulation Activities for Agency Merit Selection**

¹ Pursuant to the Item 3 of the **DepEd Memorandum No. 041, s. 2022** or the *Transitory Measures on the Implementation of DepEd Order No. 019, s. 2022*

Plan (MSP) and Recruitment, Selection, and Appointment (RSA) Guidelines with the following objectives:

1. to re-orient the HRMOs and HRMPSB members who have undergone the initial capability-building activities in 2019 and 2020;
2. to strengthen understanding and practice of HRMOs and HRMPSB members through the conduct of simulation of the assessment process and;
3. to prepare a comprehensive action plan that applies the principles, processes, and procedures of the revised RSA policy of the Department.

In this connection, the Regional Directors (RDs) in the regional office (ROs) and Schools Division Superintendents (SDS) in the Schools Division Offices (SDOs) are requested to ensure the participation of the following participants to the regional re-orientation and simulation activities:

Regional Office Proper	Schools Division Office and Schools
<ul style="list-style-type: none"> • Assistant Regional Director as HRMPSB Chair in the RO Proper • Administrative Officer V (HRMO) • <i>Two (2) available slots</i> 	<ul style="list-style-type: none"> • Assistant Schools Division Superintendents as HRMPSB Chair in the SDO and schools • Administrative Officer IV (HRMO) • <i>Two (2) available slots</i>

The RDs and SDS shall determine the other HRMPSB members indicated in Item 83 of the DepEd MSP who will take the two (2) slots and join the regional re-orientation and simulation activities. By the end of the capability building activity, the identified participants are expected to ensure that the other members of the HRMPSB along with the designated sub-committees are given subsequent orientation and capability building programs to ensure uniform understanding and improved practice of the RSP policies and procedures.

In addition, the RSP-NTWG members listed in **Annex A²** are likewise requested to serve as session facilitators and resource speakers during the activities. The concerned RDs and SDSs are requested to authorize their participation.

The batches, schedules, and venues for the conduct of the re-orientation and simulation activities were randomly determined, as provided in the table below:

Batch	Region	Date* (inclusive of travel time)	Venue*
1	DepEd Region III (Central Luzon)	September 27 to 30, 2022	Within Pampanga
2	DepEd XIII (CARAGA Administrative Region)	October 4 to 7, 2022	Within CARAGA
3	DepEd Region IV-A (CALABARZON)	October 11 to 14, 2022	Within Cavite
4	DepEd National Capital Region (NCR)	October 18 to 21, 2022	Within Clark City
5	DepEd Region XII (SOCCSKSARGEN)	October 25 to 28, 2022	Within General Santos
6	DepEd Region VII (Central Visayas)	November 15 to 18, 2022	Within Cebu
7	DepEd Region I (Ilocos Region)	November 22 to 25, 2022	Within La Union

² Pursuant to the Item 3(c) of the **DepEd Memorandum No. 117, s. 2017** or the *Creation of a National Technical Working Group to Review and Revise Policies on Recruitment, Selection, Placement, and Induction*.

8	DepEd Cordillera Administrative Region (CAR)	December 13 to 16, 2022	Within Baguio City
9	DepEd Region V (Bicol Region)	To be determined	Within Albay
10	DepEd Region VI (Western Visayas)	To be determined	Within Iloilo
11	DepEd Region II (Cagayan Valley)	To be determined	Within Cagayan
12	DepEd Region X (Northern Mindanao)	To be determined	Within Cagayan De Oro
13	DepEd Region IX (Zamboanga Peninsula)	To be determined	Within Zamboanga
14	DepEd Region VIII (Eastern Visayas)	To be determined	Within Leyte
15	DepEd Region XI (Davao Region)	To be determined	Within Davao
16	DepEd Region IV-B (MIMAROPA)	To be determined	Within Palawan

**Regions with no specific dates and venues will be announced through a separate advisory.*

All participants from each governance level are requested to perform the following pre-work requirements in preparation to the simulation activities:

1. Read and review the **CSC Memorandum Circular (MC) No. 14 (ORAOHRA), DO 019, s. 2022** (*The Department of Education Merit Selection Plan*), and the **PowerPoint Material** for the *Recruitment, Selection, and Appointment (RSA) Guidelines*. Please download the aforementioned files through <https://tinyurl.com/MSP-RSA-References>; and
2. Bring the following resources that will be used for the simulation activities:
 - a. Three (3) complete set of sample application documents (per Item 20 of MSP) for each job group:
 - *Teaching*
 - *Non-Teaching*
 - *Related-Teaching*
 - *School Administration*

Note: Rest assured that the PDS and CV/Resume shall only be used and processed for purposes related to the workshop and in accordance with the provisions of Republic Act No. 10173 or the *Data Privacy Act of 2012*.

- b. Laptop
- c. Extension cords

Travel expenses of the participants shall be charged against local funds; while the travel expenses of the RSPI-NTWG (*Annex A*), external resource person (if any), and organizers shall be charged against 2022 OPDNTP funds of BHRD-HRDD. All expenses shall be subject to existing budgeting, accounting, and auditing rules and regulations. All other details and administrative arrangements will be announced through a separate advisory.

Participants may confirm their attendance **one (1) week before the scheduled run** per region through this link: <https://tinyurl.com/MSP-RSA-AttendanceForm>.

For your action.



Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT,
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES,
TEACHER EDUCATION COUNCIL SECRETARIAT, AND
DEPED EMPLOYEES' ASSOCIATIONS COORDINATING OFFICE

MEMORANDUM

~~GM-OUHROD-2022-~~ 6076

TO: REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS

FROM:  **GLORIA JUMAMIL - MERCADO**
*Undersecretary for Human Resource and Organizational Development,
National Educators Academy of the Philippines,
Teacher Education Council Secretariat, and
DepEd Employees' Associations Coordinating Office*

SUBJECT: ***Regional Re-orientation and Simulation Activities for Agency Merit Selection Plan (MSP) and Recruitment, Selection, and Appointment (RSA) Guidelines for Central Office and Field Offices***

DATE: 13 September 2022

The recruitment, selection, placement, and induction (RSPI) system is a core component of the overall strategic Human Resource Management and Development system of the Department of Education (DepEd). Last April 22, 2022, the enhanced DepEd MSP has been officially issued through **DepEd Order (DO) No. 19, s. 2022** which prompted the need to set forth necessary activities and measures to ensure smooth transition of the DepEd MSP starting September 01, 2022¹. Consistent with Part VII. Transitory Provisions of DO 019, s. 2022, there is a need to conduct the following initiatives:

1. establish and issue subsequent RSA policies which shall stipulate the specific operational guidelines, rules, and regulations that shall govern the hiring and promotion of personnel in all job groups;
2. to develop and disseminate information, education, and communication (IEC) materials for the RSP initiatives of DepEd; and
3. to provide capability building activities to all HRMOs, HRMP SB members, and other stakeholders in the regional and schools division offices.

Following the **National Kick Off Activity for the Re-orientation of the Agency MSP and RSA Guidelines** conducted last September 15 and 16, 2022, the BHRD-HRDD will conduct a series of **Regional Re-orientation and Simulation Activities for Agency Merit Selection**

¹ Pursuant to the Item 3 of the **DepEd Memorandum No. 041, s. 2022** or the *Transitory Measures on the Implementation of DepEd Order No. 019, s. 2022*

ANNEX A:**Bureau of Human Resource and Organizational Development – Human Resource Development Division
Recruitment, Selection, Placement, and Induction (RSPI) System****Re-orientation and Simulation Activities for Agency Merit Selection Plan (MSP) and
Recruitment, Selection, and Appointment (RSA) Guidelines for Central Office and Field
Offices****Identified Members of the RSPI-National Technical Working Group (RSPI-NTWG)**

No.	NAME	POSITION	OFFICE Region/SDO
1	Wilfredo E. Cabral	Regional Director	DepEd NCR
2	Susan Collano	Schools Division Superintendent	Catanduanes
3	Cherry Mae Limbaco	Schools Division Superintendent	Cagayan De Oro
4	Harvie Villamor	Chief Education Supervisor	Region VIII
5	Elsa Mariano	Administrative Officer V	NCR
6	Anne Pelias	Chief Administrative Officer	Region IV-A
7	Janice Gamalong	Supervising Admin. Officer	Region XI
8	Arniel Garque	Administrative Officer V	Guimaras
9	Anna Liza Aurellado	Administrative Officer V	Vigan City
10	Arvin Purisima	Administrative Officer V	Pangasinan II
11	Isabelita Sampayan	Administrative Officer V	Palawan
12	Menchie Kubayashi	Administrative Officer V	Pasig City
13	Jose Mariano Barril	Administrative Officer IV	Leyte