



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

February 22, 2024

OFFICE MEMORANDUM
 AD-2024- **119**

**NEW COMPOSITION OF THE HUMAN RESOURCE MERIT PROMOTION
 AND SELECTION BOARD (HRMPSB) SECRETARIAT**

To: HRMPSB Chairperson
 HRMPSB Members
 HRMPSB Secretariat

1. In the exigency of service, you are hereby designated as Chairperson and Members of the Human Resource Merit Promotion and Selection Board (HRMPSB) Secretariat, effective immediately.

- Chairperson : **Ms. CHONA O. ZABALA**
 Administrative Officer IV (HRMO II)
- Member : **Ms. WEDLYN P. ABALORIO**
 Teacher Credentials Evaluator II
- Mr. ALBERT B. AVILA**
 Administrative Officer II (HRMO I)
- Mr. ARIEL CRAIG P. MARTEJA**
 Administrative Aide VI

2. As Members of the HRMPSB Secretariat, you are expected to:
- 2.1 Perform secretariat and technical support to the HRMPSB for the comparative assessment and final evaluation of candidates;
 - 2.2 Evaluate and analyze results of structured background investigation for second level, supervisory, and executive/managerial positions;
 - 2.3 Prepare the necessary documents/templates to be used by the HRMPSB during the screening/interview and deliberation process; and
 - 2.4 Perform other related functions as may be assigned.
3. This designation which is in addition to the duties and functions of your present position shall not entail additional compensation and shall continue to be effective until rescinded.
- 4 Please be guided accordingly.



[Signature]
EVELYN R. FETALVERO CESO IV
 Regional Director *[Signature]*

AD-PS-COZ



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