



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

8182

September 30, 2026

REGIONAL MEMORANDUM

No. **1290** s. 2026

DIRECTIVE TO EXPEDITE THE FILLING-UP OF ALL EXISTING VACANT POSITIONS IN THE DEPARTMENT OF EDUCATION

To: Schools Division Superintendents
Human Resource Merit Promotion and Selection Board
Human Resource Management Officers
All Others Concerned

1. Attached is Memorandum dated September 23, 2026 with the subject: Directive to Expedite the Filling-Up of all Existing Vacant Positions in the Department of Education.
2. The Schools Division Superintendents are directed to monitor the expeditious filling-up of all existing vacant positions in their respective divisions and the regular updating and validation in the DepEd Personnel Audit (DPA) Portal and the Department of Budget and Management's Government Manpower Information System (GMIS).
3. Immediate dissemination of and compliance with this Memorandum are desired.


SALUSTIANO T. JIMENEZ JD, EdD, CESO III
Regional Director

Enclosure: As stated

Reference: As stated

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

DIRECTIVE
FILLING-UP
VACANT POSITIONS

AD-PS-EDR



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Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

DEPARTMENT OF EDUCATION
RECEIVED
RECORDS SECTION REGIONAL OFFICE NO. VIII

DATE: 9/28/26

TRACKING #: 11047 TIME: 10:42 AM

SIGNATURE: _____

MEMORANDUM

TO : **ALL REGIONAL DIRECTORS**
ALL SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED

FROM : **ATTY. FATIMA LIPP D. PANONTONGAN**
Undersecretary and Chief of Staff

WILFREDO E. CABRAL
*Undersecretary for Human Resource and
Organizational Development and Infrastructure*

SUBJECT : **DIRECTIVE TO EXPEDITE THE FILLING-UP OF ALL EXISTING
VACANT POSITIONS IN THE DEPARTMENT OF EDUCATION**

DATE : 23 September 2026

In support of the continuing efforts of the Department of Education (DepEd) to strengthen its workforce and ensure the efficient, timely, and unhampered delivery of its quality basic education services, **all Regional Directors and Schools Division Superintendents are hereby directed to expedite the filling-up of all existing vacant authorized positions within their respective offices and jurisdictions.**

This directive underscores the importance and urgency of addressing the workforce gaps across all governance levels of the Department, particularly vacant authorized positions that are necessary to support the effective delivery of education programs, services, and operations.

Further, all field officials and personnel involved in the recruitment, selection, appointment, and deployment of personnel to vacant plantilla positions are reminded to strictly adhere to the established standards, policies, and guidelines on hiring in the Department and to ensure the timely completion of the corresponding processes.

All field offices are likewise advised to **regularly update and validate the DepEd Personnel Audit (DPA) Portal and the Department of Budget and Management's Government Manpower Information System (GMIS)** to reflect the current and accurate status of all authorized positions within their respective jurisdictions. The information reflected in the DPA portal and GMIS shall be consistent with the latest available personnel, plantilla, recruitment, selection, and appointment records. Any changes in the status of authorized positions, including the filling-up of vacant positions, shall be promptly reflected in the appropriate system.

In addition, all field offices must submit **validated monthly status reports on the filling-up of vacant authorized positions** to the Office of the Undersecretary for Human Resource and Organizational Development and Infrastructure (OUHRODI) through the email address provided below. The reports shall indicate, as applicable, the number of positions filled, positions remaining vacant, status of recruitment and selection, and any significant bottlenecks or interventions undertaken to facilitate the filling-up of the remaining vacancies.

The DPA Portal, GMIS, and the monthly status reports shall serve as mechanisms for monitoring the progress of the Department in filling-up its vacant authorized positions and identifying areas requiring appropriate intervention.

Should you have questions or clarifications, you may coordinate with the OUHRODI through email usec.hrod@deped.gov.ph.

For your strict compliance.