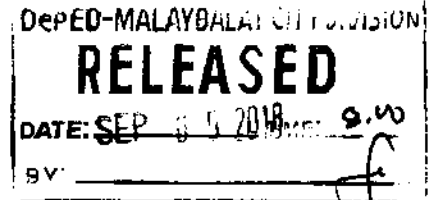




Republic of the Philippines  
Department of Education  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**



**MEMORANDUM**

**TO:** Sunny Ray F. Amit - Chairman  
Lorenzo O. Capacio - Member  
Ralph T. Quirog - Member  
Jutchei L. Nayra - Member (Personnel In-Charge)  
Florabelle R. Porras - Alternate Member (OIC- AOV)  
*HRMPSB for Non-Teaching Position (Level 2)*

Liezl Jane L. Padrones - Secretariat  
Louella Christy S. Toylo - Secretariat  
Annavella V. Rivera - HR Support Staff

  
**FROM:** **REBONFAMIL B. BAGUIO**  
Schools Division Superintendent <sup>9</sup>

**DATE:** September 3, 2018

**SUBJECT:** SCHEDULE OF HUMAN RESOURCE MERIT PROMOTION  
SELECTION BOARD (HRMPSB) EVALUATION/SCREENING  
FOR SENIOR EDUCATION PROGRAM SPECIALIST (SEPS)  
AND EDUCATION PROGRAM SPECIALIST (EPS) II  
POSITIONS

1. You are hereby directed to conduct HRMPSB Evaluation/Screening for SEPS and EPS II on September 7, 2018 at the BNHS Databank, Malaybalay City with the following schedule:

Time	Positions
11:00 AM to 12:00 NN; 1:00 PM to 2:00PM	EPS II
2:00 PM to 5:00 PM	SEPS

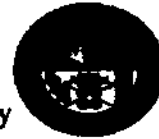
2. For compliance.

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**TO BE POSTED ON THE WEBSITE**



DEPARTMENT OF EDUCATION  
Region X- Northern Mindanao  
DIVISION OF MALAYBALAY CITY  
Purok 6, Sayre Highway, Casisang Malaybalay City  
Website: <http://depedmalaybalaycity.net>

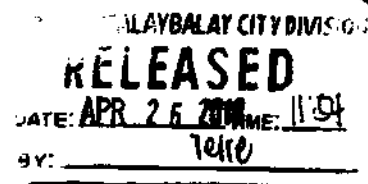


**DIVISION MEMORANDUM**

No. 291, s. 2018

**TO:** Assistant Schools Division Superintendent  
Chief Education Supervisors (CID and SGOD)  
Public Elementary and Secondary School Heads, Non-Implementing Units  
This Division

**FROM:** **REBONFAMIL R. BAGUIO**  
Schools Division Superintendent



**RE:** **COMPOSITION OF THE DIVISION HUMAN RESOURCE MERIT  
PROMOTION AND SELECTION BOARD (HRMPSB)**

**DATE:** April 25, 2018

1. Pursuant to DepEd Order No. 66 s. 2007 on Revised Guidelines on the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions, DepEd Order 29, s. 2002 Merit Selection Plan of the Department of Education, and the 2017 Omnibus Rules on Appointments and Other Human Resource Action, this Office hereby informs all concerned of the compositions of Division Human Resource Merit Promotion and Selection Board (HRMPSB) as follow:

**A. Non-Teaching Position (Level 1 and Level 2)**

**Chairman:** SUNNY RAY F. AMIT, ASDS  
**Members:** LORENZO O. CAPACIO, SGOD Chief  
RALPH T. QUIROG, CID Chief  
JUTCHEL L. NAYRA, AO-V  
GUIA MA. G. GAMUTIN, AO-IV/Personnel  
NON-TEACHING ASSOCIATION REPRESENTATIVE

**Alternate Members:** FLORABELLE R. PORRAS, AO-IV/Records

**B. Education Program Supervisor (EPS) Position**

**Chairman:** SUNNY RAY F. AMIT, ASDS  
**Members:** LORENZO O. CAPACIO, SGOD Chief  
JUTCHEL L. NAYRA, AO-V  
GUIA MA. G. GAMUTIN, AO-IV/Personnel  
RALPH T. QUIROG, CID Chief  
LUIS S. ALAJAR, EPS Representative



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Alternate Members: ANALY L. OCIER, EPS  
FLORABELLE R. PORRAS, AO-IV/Records

**C. Public Schools District Supervisor (PSDS) Position**

Chairman: SUNNY RAY F. AMIT, ASDS  
Members: LORENZO O. CAPACIO, SGOD Chief  
RALPH T. QUIROG, CID Chief  
JUTCHEL L. NAYRA, AO-V  
GUIA MA. G. GAMUTIN, AO-IV/Personnel  
ROMIL T. JABONERO, PSDS Representative

Alternate Members: JOVY G. MOLINA, PSDS  
FLORABELLE R. PORRAS, AO-IV/Records

**D. Master Teacher, Teacher III and Teacher II Position (Elementary and Secondary)**

Chairman: SUNNY RAY F. AMIT, ASDS  
Members: LORENZO O. CAPACIO, SGOD Chief  
RALPH T. QUIROG, CID Chief  
JUTCHEL L. NAYRA, AO-V  
GUIA MA. G. GAMUTIN, AO-IV/Personnel  
MYRNA C. PULIDO TIII/MCDFTA President (Elem.)  
MARLON A. BASALO TIII/MCDFTA Vice President (Secon.)  
HEAD OF THE SCHOOL WHERE THE VACANCY EXISTS

Alternate Members: SYLVELA ANGELIQUE B. MACAPUNDAG, MT-I /  
MCDFTA Rep (Elementary)  
SALLEY D. MORENO, MT-I / MCDFTA Rep. (Secondary)  
FLORABELLE R. PORRAS, AO-IV/Records

**E. Head Teacher and Principal Position (Elementary)**

Chairman: SUNNY RAY F. AMIT, ASDS  
Members: LORENZO O. CAPACIO, SGOD Chief  
RALPH T. QUIROG, CID Chief  
JUTCHEL L. NAYRA, AO-V  
GUIA MA. G. GAMUTIN, AO-IV/Personnel  
NARITA T. PADUA, P-II/PESPA President

Alternate Members: TEOFILO L. ONTOY, P-II/PESPA Vice President  
FLORABELLE R. PORRAS, AO-IV/Records



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**F. Head Teacher and School Principal Position (Secondary)**

**Chairman:** SUNNY RAY F. AMIT, ASDS  
**Members:** LORENZO O. CAPACIO, SGOD Chief  
RALPH T. QUIROG, CID Chief  
JUTCHEL L. NAYRA, AO-V  
GUIA MA. G. GAMUTIN, AO-IV/Personnel  
SUSAN S. OLANA, P-IV/DAPSHI President

**Alternate Members:** ELSON L. DAHILOG, ASP-II/DAPSHI Vice President  
FLORABELLE R. PORRAS, AO-IV/Records

**Secretariat (all positions):** LIEZL JANE L. PADRONES, ADA VI  
LOUELLA CHRISTIE S. TOYLO, ADA VI

2. This takes effect immediately and may be repealed when necessary.
3. Previous issuances inconsistent with this memorandum are deemed revoked.

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