



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

1359

May 8, 2023

**REGIONAL MEMORANDUM**

No. **426** s. 2023

**SCHEDULE AND VENUE OF THE MERIT SELECTION PLAN (MSP) AND  
RECRUITMENT, SELECTION AND APPOINTMENT (RSA) GUIDELINES  
FOR DEPED APPOINTING OFFICERS/AUTHORITIES**

To: Schools Division Superintendents  
All Others Concerned

1. Attached is an Advisory on the schedule and venue of the Merit Selection Plan (MSP) and Recruitment, Selection and Appointment (RSA) Guidelines for DepEd Appointing Officers/Authorities which will be held on **May 8-10, 2023 at Hotel Fortuna, 26 A. Borromeo St., Cebu City, Cebu.**
2. Immediate dissemination of and compliance with this Memorandum are 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:

ADVISORY  
APPOINTING OFFICERS  
GUIDELINES  
MERIT SELECTION PLAN  
RECRUITMENT, SELECTION AND APPOINTMENT



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Republic of the Philippines  
**Department of Education**

**BUREAU OF HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT**

DEPARTMENT OF EDUCATION  
REGIONAL OFFICE NO. V  
MAY 08 2023  
3948  
BY: [Signature] TIME: 9:34AM

**ADVISORY**

04 May 2023

RECEIVED  
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In reference to the **DM-OUHROD-2023-0487** dated March 31, 2023 titled **Merit Selection Plan (MSP) and Recruitment, Selection and Appointment (RSA) Guidelines for DepEd Appointing Officers/Authorities**, please be informed of the following details:

Cluster/Participants	Schedule	Venue
<b>VisMin Cluster (Visayas Regions VI, VII, and VIII Mindanao Regions IX, X, XI, XII, and CARAGA)</b>	<b>May 8-10, 2023</b>	<b>Hotel Fortuna, 26 A. Borromeo St, Cebu City, Cebu</b>

The program will start on Day 1 (May 9, 2023) at exactly 8:30AM and will end on Day 2 (May 10, 2023) at 3:00PM. Attached is the program flow for your reference. Thank you.

For your information.

**ATTY. RESTY C. OSIAS, LLM., CESO IV**

Director IV

*Bureau of Human Resource and Organizational Development*

OKD email  
5/5/23

### INDICATIVE PROGRAM OF ACTIVITIES

Merit Selection Plan (MSP) and Recruitment, Selection and Appointment (RSA)  
Guidelines Orientation for DepEd Appointing Officers/Authorities  
May 02 – 04, 2023 (Luzon)  
and May 08 – 10, 2023 (VisMin)

TIME	ACTIVITY	IN-CHARGE
PM	<i>Ingress and Check-in of Participants</i>	HRDD Organizing Committee RSP NTWG Participants
AM	<i>Opening Program</i> Session 1: Preliminaries and House Rules Session 2: Presentation of HR Overview, RSP Rationale and Road Map integrated to MATATAG Session 3: PRIME HRM RSP Core System; Strategies on Achieving Maturity Level II and III	HRDD Organizing Committee, Director, Undersecretary, RSP NTWG, & CSC
PM	Session 4: Salient points of the DepEd MSP and RSA Guidelines Session 5: Overview and key points of the Hiring Process (Teaching, Non-Teaching and Related Teaching and School Admin) Session 4: Appointment, Discretionary Power, Protest	RSP NTWG
AM	Session 5: Appointments and Discretionary Power; Protests <i>Workshop: Workshop on evaluation and selection among the top-ranking applicants and dealing with protests (Case studies/ situational analysis)</i> Session 6: Presentation of Output from the workshop on Appointment and Protests	RSP NTWG, HRDD Facilitators & Participants
PM	Session 7: Ways Forward, Next Steps, and Announcements for BHRD upcoming events and initiatives <i>Closing Program; Egress of Participants</i>	HRDD Facilitators