

**DIVISION MEMORANDUM**  
No. 191, s. 2020

## **RECONSTITUTION OF THE PERSONNEL SELECTION BOARD (PSB)**

To: Elementary and Secondary School Heads  
Chief, Curriculum Implementation Division  
Chief, School Governance and Operations Division  
Section Heads  
This Division

1. Pursuant to DepEd Order No. 66, s. 2007, DepEd Order No. 42, s. 2007, DepEd Order No. 7 and 22, s. 2015, DepEd Order No.3, s. 2016 and other related DepEd Orders on the selection of teaching, teaching related and non-teaching personnel, the following shall compose the Personnel Selection Board (PSB):

### **a. Division PSB for School Heads (Principals and Head Teachers)**

**Chairperson:**

Lorena P. Serrano – Officer –in- Charge - Assistant Schools Division Superintendent

**Members:**

Carmelita A. Jubay – Chief, Curriculum Implementation Division (CID)  
Lorna C. Penonal – Education Program Supervisor I, TACIDETERA President  
Myrna T. Regidor – Chief, School Governance and Operations Division (SGOD)  
Shieldon F. Honculada – Principal I, PESPA President (Elementary)  
Myrna T. Barbon – Principal II, DAPSSHI President (Secondary)  
Head of the School/ Office where vacancy exist  
Margissa T. Amen – Administrative Officer V  
Delma R. Denapo – Administrative Officer IV

**Secretariat:**

Carelyn L. Villegas- Administrative Officer II (HRMO-I)  
Geraldine C. Benghit- Administrative Officer II (HRMO-I)

### **b. Division PSB for Teaching Related (EPS, SEPS, EPS II, etc.)**

**Chairperson:**

Lorena P. Serrano – Officer –in- Charge - Assistant Schools Division Superintendent

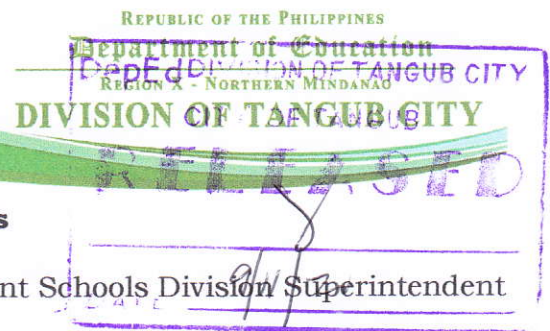
**Members:**

Myrna T. Regidor – Chief, School Governance and Operations Division (SGOD)  
Carmelita A. Jubay – Chief, Curriculum Implementation Division (CID)  
Lorna C. Penonal – Education Program Supervisor I, TACIDETERA President  
Shieldon F. Honculada – Principal I, PESPA President (Elementary)  
Myrna T. Barbon – Principal II, DAPSSHI President (Secondary)  
Margissa T. Amen – Administrative Officer V  
Delma R. Denapo – Administrative Officer IV  
Head of the School/ Office where vacancy exists

**Secretariat:**

Carelyn L. Villegas- Administrative Officer II (HRMO-I)  
Geraldine C. Benghit- Administrative Officer II (HRMO-I)





**c. Division PSB for Non- Teaching Positions**

**Chairperson:**

Lorena P. Serrano – Officer –in- Charge - Assistant Schools Division Superintendent

**Members:**

LornaC.Penonal - Education Program Supervisor I, TACIDETERA President  
Myrna T. Regidor - Chief, School Governance and Operations Division (SGOD)  
Carmelita A. Jubay – Chief, Curriculum Implementation Division (CID)  
Shieldon F. Honculada - Principal I,PESPA President (Elementary)  
Myrna T. Barbon - Principal II, DAPSSHI President (Secondary)  
Margissa T.Amen - Administrative Officer V  
Delma R. Denapo - Administrative Officer IV  
Head of the School/ Office where vacancy exists

**Secretariat:**

Carelyn L. Villegas- Administrative Officer II (HRMO-I)  
Geraldine C. Benghit- Administrative Officer II (HRMO-I)

**d. Elementary Level**

**Chairperson:**

Lorena P. Serrano – Officer –in- Charge - Assistant Schools Division Superintendent

**Members:**

Myrna T. Regidor - Chief, School Governance and Operations Division (SGOD)  
Virginia S. Bagaboyboy - Education Program Supervisor I  
Gina L. Mandawe - Education Program Supervisor I  
Puriza L. Legaspi - Education Program Supervisor I  
Relita P. Decina - Education Program Supervisor I  
LornaC.Penonal - Education Program Supervisor I, TACIDETERA President  
Shieldon F. Honculada - Principal I,PESPA President (Elementary)  
Susan M. Lata - Federated PTA President, Member

**Secretariat:**

Delma R. Denapo - Administrative Officer IV  
Carelyn L. Villegas - Administrative Officer II  
Geraldine C. Benghit - Administrative Officer II

**e. Secondary Level - Junior High School**

**Chairperson:**

Lorena P. Serrano – Officer –in- Charge - Assistant Schools Division Superintendent

**Members:**

Carmelita A. Jubay – Chief, Curriculum Implementation Division (CID)  
Romel E. Huertas – Education Program supervisor I  
Danilo U. Omega - Education Program Supervisor I  
Porferio A. Mosiquera - Education Program Supervisor I  
Myrna T. Barbon – Principal II, DAPSSHI President  
LornaC.Penonal - Education Program Supervisor I, TACIDETERA President  
Susan M. Lata - Federated PTA President, Member

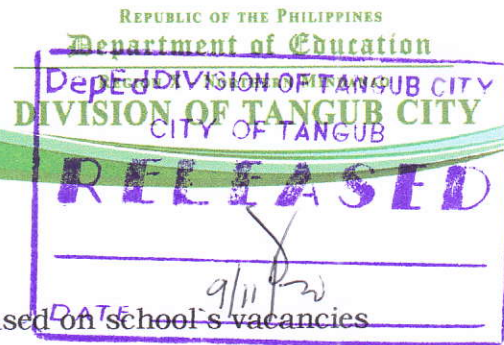
**Secretariat:**

Delma R. Denapo - Administrative Officer IV  
Geraldine C. Benghit - Administrative Officer II  
Carelyn L. Villegas - Administrative Officer II

**f. Senior High School**

*f.1. School Screening Committee*





**Chairperson:**

School Head

**Members:**

Head Teacher for core and / or track subjects based on school's vacancies

Three (3) teachers from different learning areas

PTA President or representative from the SGC

*f.2. Division Selection Committee*

**Chairperson:**

Lorena P. Serrano – Officer –in- Charge - Assistant Schools Division Superintendent

**Members:**

Romel E. Huertas – Education Program Supervisor I

Danilo U. Omega - Education Program Supervisor I

Porferio A. Mosiquera - Education Program Supervisor I

Myrna T. Barbon – Principal II, DAPSSHI President

Lorna C. Penonal - Education Program Supervisor I, TACIDDETERA President

Evangeline P. Tano – Authorized Representative of Recognized Organization

Regional Education Supervisor as process observer

**Secretariat:**

Delma R. Denapo - Administrative Officer IV

Carelyn L. Villegas - Administrative Officer II

Geraldine C. Benghit - Administrative Officer II

2. The School Screening Committee (SSC) members shall be identified by the school head. The school head will endorse the composition of the SSC to this Office for the issuance of Designation Order.
3. The PSB shall convene to discuss the selection guidelines and to plan for the conduct of the selection process whenever there are vacancies. Compliance of the policies, procedures and guidelines relative to the selection process must be strictly observed.
4. Immediate dissemination of this Memorandum to all concerned is enjoined.

**AGUSTINES E. CEPE, CESO V**  
Schools Division Superintendent

*MA*

AEC/ drd

