



Republic of the Philippines  
**Department of Education**  
 Caraga Region  
**SCHOOLS DIVISION OFFICE OF SURIGAO CITY**

January 24, 2020



DIVISION MEMORANDUM  
 No. 39, s. 2019

**DIVISION EXECUTIVE MEETING ON THE NEW POLICY OF RECRUITMENT, SELECTION, PLACEMENT AND INDUCTION**

**TO : Assistant Schools Division Superintendent**  
**Chief, Schools Governance and Operations Division (SGOD)**  
**Chief, Curriculum Implementation Division (CID)**  
**Division Office Unit Heads**  
**Teaching and Non-Teaching Personnel**  
**This Division**

1. To ensure proper implementation of the new policies and procedures of Recruitment, Selection, Placement and Induction (RSP), this Division will conduct **Executive Meeting on the New Policy of RSP** on *January 29, 2020* at the *Division Library Hub*.
2. This activity aims to:
  - a. Orient the appointing authorities and HRMPSB members in all governance levels on the new MSP, QS, and Hiring and promotion guidelines for teaching, school administration, related teaching, and non-teaching positions;
  - b. practice the processes and procedures of RSP through simulation activities; and
  - c. prepare a comprehensive action plan that applies the principles, processes and procedures of the revised RSP policy of the Department.
3. The participants are as follows:

NAME	DESIGNATION
1. Dr. Karen L. Galanida, CESO VI	Schools Division Superintendent
2. Florence E. Almaden, CESE	Asst. Schools Division Superintendent
3. Elizabeth S. Larase, MaEd	SGOD Chief
4. Dr. Carlo P. Tantoy	CID Chief
5. Atty. Vivanino B. Barrios	Attorney III
6. Ida B. Solloso	Accountant III
7. Dr. Gemma P. Sindyay	Administrative Officer V

KLG/fcc

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