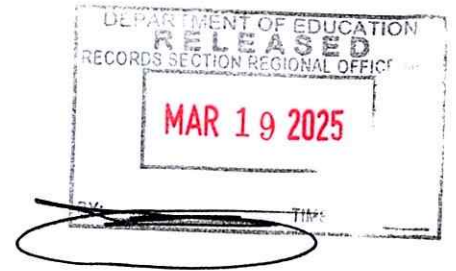




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



MEMORANDUM

ORD No. 2025 280

TO : **SCHOOLS DIVISION SUPERINTENDENTS**

FROM : 
CRISTITO A. ECO
Director III
Officer-In-Charge
Office of the Regional Director

SUBJECT : **Coordination Meeting**

DATE : March 14, 2025

1. Please be informed that the 1st Coordination Meeting with Administrative Officer IV (HRMOs) will be on March 21, 2025, 8:30a.m. onwards at the Deped-NCR Conference Room.

2. Agenda are the following:

a. Monthly updating of filling up of vacancies -with emphasis on new teaching and non-teaching positions/updating of PMIS/GMIS PSIPOP in relation with the Joint Memorandum OSEC-HROD-OPS-2025-024 on the Fast-Tracking of Appointment and filling Up of All Authorized Items.

b. Sharing of system on the Inventory of Positions and other personnel action by SDO Valenzuela City.

c. Issues pertaining to personnel actions, particularly on:

- Staffing Modification System
- Salient features of DO 4, s. 2025 and Memorandum DM-OUHROD-2025-0541.

3. In this connection, each SDO is requested to send their respective AO IV (HRMOs) and 1 staff in the Personnel Unit. Confirmation of attendance should be done at least a day before the activity through this link: <https://tinyurl.com/1stCoorMeetingRegistration>



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