



Republika ng Pilipinas

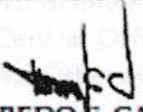
# Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM  
DM-HROD-2021-0133

TO : All Regional Directors Concerned  
All Schools Division Superintendent Concerned  
Central Office Personnel Division  
All Others Concerned

FROM :   
WILFREDO E. CABRAL  
Regional Director, DepEd NCR and  
Officer-In-Charge, Office of the Undersecretary  
Human Resource and Organizational Development

SUBJECT : *Distribution of Digital Certificates of Participation and Appearance and Submission of Regional Offices and School Division Offices with Lacking Documents on DepEd System of Ranking Positions*

DATE : 01 September 2021




In reference to the recently conducted four (4) clusters of DepEd System of Ranking Positions (SRP) Consolidation Workshops last June and July, the Bureau of Human Resource and Organizational Development - Human Resource Development Division (BHROD-HRDD) would like to transmit the digital Certificates of Participation and Appearance to the representatives who took part in the accomplishment and initial submission of SRP templates.

The said digital certificates are composed of standard information and details of the activity and a Quick Response (QR) code wherein the user may access or validate the official list of participants who attended the three (3)-day consolidation workshops. Please be informed that the document stored in the QR code is composed only of the names of the participants and their respective regions and offices.

You may refer to the pre  
<https://tinyurl.com/SRPCertificate>

Upon completion of the SRP works  
up of the SRP documents and four  
participants.



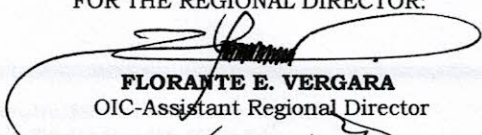
Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region

September 9, 2021

To: **Schools Division Superintendents**  
**SDO Apayao and Ifugao**  
**All Others Concerned**


For information, guidance and immediate compliance.

FOR THE REGIONAL DIRECTOR:




**FLORANTE E. VERGARA**  
OIC-Assistant Regional Director

ADMIN/ETA/EBA/dda



Address: Wangal, La Trinidad, Benguet, 2601  
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Website [www.depedcar.ph](http://www.depedcar.ph) | Email: [car@deped.gov.ph](mailto:car@deped.gov.ph)



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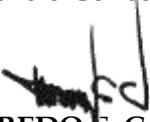
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<https://tinyurl.com/SRPCertificates>

Upon completion of the SRP workshops, BHROD-HRDD commenced the review and clean-up of the SRP documents and found out lacking documents based on submission of the participants.

In view of this, Human Resource Management Officers (HRMOs), HRD Officers, and SRP focal persons of the identified Regional Offices (ROs) and School Division Offices (SDOs) as shown in *Annex A*, are hereby requested to submit the SRP lacking documents as part of the requirements of CSC on or before **10 September 2021**.

Please be informed that non-submission of SRP document would imply non-compliance to the requirement of the Civil Service Commission (CSC) consistent with the recent discussion of BHROD and CSC-National Capital Region (CSC-NCR) on the approval of DepEd Merit Selection Plan (MSP) in compliance with *Section 101 of the Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA)* and shall bear implications on the implementation of promotions with three (3) salary grades and other provisions and exemptions requiring SRP as stipulated in the Agency MSP.

For inquiries and clarifications, please contact BHROD-HRDD at telephone no: (02) 8470-6630 or email address: [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph).

[HRDD/esperanza]



**ANNEX A**

Republika ng Pilipinas  
**Department of Education**  
 OFFICE OF THE UNDERSECRETARY  
 HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

DepEd System of Ranking Positions (SRP) Consolidation Workshop							
Summary of Lacking Documents							
Cluster	Date of Workshop	Region		Office	Lacking Document/s		
<b>Mindanao</b> (Regions 9, 10, 11, 12, and 13)	June 2 to 4, 2021	Region 9	1	SDO Zamboanga Del Norte	SRP Template (excel file)		
		Region 10	2	Regional Office	SRP Template (excel file)		
			3	SDO Cagayan De Oro	SRP Template (excel file)		
		Region 11	4	SDO Davao Del Sur	SRP Template (excel file)		
			5	SDO Digos City	SRP Template (excel file)		
		Region 12	6	SDO Sultan Kudarat	SRP Template (excel file)		
			7	SDO Cotabato City	SRP Template (excel file)		
		Region 13	8	SDO Agusan Del Norte	SRP Template (excel file)		
			9	SDO Siargao	SRP Template (excel file)		
			10	SDO Surigao City	SRP Template (excel file)		
<b>Visayas</b> (Regions 6, 7, and 8)	June 9 to 11, 2021	Region 6	11	SDO Escalante City	SRP Template (excel file)		
		Region 8	12	SDO Eastern Samar	SRP Template (excel file) List of Participants		
<b>Luzon II</b> (Regions 4A, 4B, 5, NCR, and Central Office)	June 23 to 25, 2021	Region 4A	13	SDO Rizal	SRP Template (excel file)		
			14	SDO Cavite City	SRP Template (excel file)		
			15	SDO Lucena City	SRP Template (excel file)		
		Region 4B	16	SDO Romblon	SRP Template (excel file)		
		NCR	17	Regional Office	SRP Template (excel file) List of Participants		
			18	SDO Las Piñas City	SRP Template (excel file)		
			19	SDO Makati City	SRP Template (excel file)		
			20	SDO Mandaluyong City	SRP Template (excel file)		
			21	SDO Parañaque City	SRP Template (excel file) List of Participants		
			22	SDO Pasig City	SRP Template (excel file)		
			23	SDO Quezon City	SRP Template (excel file)		
			24	SDO San Juan City	SRP Template (excel file)		
			25	SDO Taguig City-Pateros	SRP Template (excel file)		
			<b>Luzon I</b> (Regions 1, 2, 3, and CAR)	July 7 to 9, 2021	Region 1	26	SDO Pangasinan I
		27				SDO Dagupan City	List of Participants
28	SDO Laoag City	SRP Template (excel file) List of Participants					
Region 2	29	Regional Office			SRP Template (excel file)		
	30	SDO Batanes			SRP Template (excel file)		
	31	SDO Cagayan			SRP Template (excel file)		
Region 3	32	SDO Gapan City			SRP Template (excel file)		
	33	SDO Olongapo City			SRP Template (excel file)		
	34	SDO San Jose Del Monte City			SRP Template (excel file)		
CAR	35	SDO Apayao			SRP Template (excel file) List of Participants		
	36	SDO Ifugao			SRP Template (excel file)		