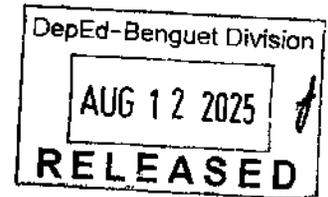




Republic of the Philippines
Department of Education
Schools Division of Benguet



August 8, 2025

DIVISION MEMORANDUM

No. 338 s. 2025

**REITERATION OF GUIDELINES ON RECRUITMENT, SELECTION, AND
APPOINTMENT IN THE DIVISION OF BENGUET**

TO: Chief Education Supervisors, CID and SGOD
Public Schools District Supervisors/In-charge
Elementary and Secondary School heads
School Administrative Officers
All Others Concerned

1. In the interest of standardizing human resource and personnel actions in the Schools Division of Benguet, this Office reiterates the provisions and guidelines prescribed under the following issuances:
 - a. **DepEd Order No. 19, s. 2022** – *The Department of Education Merit Selection Plan*
 - b. **DepEd Order No. 7, s. 2023** – *Guidelines on Recruitment, Selection, and Appointment in the Department of Education*
 - c. **DepEd Order No. 20, s. 2024** – *Guidelines on the Recruitment, Selection, and Appointment to Higher Teaching Positions*
 - d. **DepEd Order No. 21, s. 2024** – *Amendments to DepEd Order No. 007, s. 2023 (Guidelines on Recruitment, Selection, and Appointment in the Department of Education)*
 - e. **ORA-OHRA 2025** – *Omnibus Rules on Appointments and Other Human Resource Actions (ORA-OHRA), 2025 Edition*
2. These issuances must be strictly observed in all matters concerning appointment, promotion, ranking, and personnel selection. All concerned are directed to align their practices, documents, and decision-making processes in accordance with the above-enumerated guidelines.

3. Any previous memoranda, policies, or issuances from this Division Office that are inconsistent or in conflict with the provisions of the abovementioned DepEd Orders and the 2025 ORA-OHRA are deemed repealed or modified accordingly.
4. This Memorandum shall take effect immediately and shall remain in force unless superseded or revoked by subsequent issuances. All concerned are enjoined to ensure compliance with the provisions of this issuance.
5. For immediate and appropriate dissemination and compliance.



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Regional Director and
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Office of the Schools Division Superintendent


OSDS/MMR