



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region
Provincial Environment and Natural Resources Office

DENR MIMAROPA RECORDS SECTION	
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DATE	DATE NO.

September 29, 2022

MEMORANDUM

FOR : The Regional Executive Director
DENR MIMAROPA Region

FROM : The In-Charge, PENRO Oriental Mindoro
Calapan City, Oriental Mindoro

SUBJECT : REQUEST FOR AFFIRMATION OF PENRO SPECIAL ORDER NO.
2022-078 SERIES OF 2022 DATED AUGUST 4, 2022

May we request for the affirmation of PENRO Special Order No. 2022-078 dated August 4, 2022 "Creation of Provincial Human Resource Merit Promotion and Selection Board (HRMPSB) in the Province of Oriental Mindoro."

For information and consideration.

TSD CHIEF ALMA E. GIBE



DENRPENR02209000054

FN:msd/ad/buena



PENRO SPECIAL ORDER\
No. **2022-078**
Series of 2022 *spa*

AUG 04 2022

**SUBJECT: CREATION OF PROVINCIAL HUMAN RESOURCE MERIT
PROMOTION AND SELECTION BOARD (HRMPSB) IN
THE PROVINCE OF ORIENTAL MINDORO**

In view of the promulgation by the Civil Service Commission of the 2017 Omnibus Rules on Appointments and Other Human Resource Actions revised in 2018 and the approval of the Merit, Selection and Promotion Plan of the DENR Secretary to facilitate the hiring and selection process of applicants to vacant position in the DENR-PENRO, the PENRO HRMPSB is hereby created to be composed of the following officials and staff:

End-User	:	PENRO Alma E. Gibe In-Charge, PENRO Oriental Mindoro
		CENRO Rodel M. Boyles CENR Officer, Socorro, Oriental Mindoro
		CENRO Caesar E. Quebec CENR Officer, Roxas, Oriental Mindoro
Member	:	CHIEF AO Maricel V. Supleo Chief, Management Services Division
DENREU Representative	:	DMO IV Nestor N. Cuasay (Principal/2nd Level Position) LMO III Maria Alva Renelyn A. Culla-Umali (Alternate/2 nd Level Position) CREDIT OFFICER Marites B. Landicho (Principal/1st Level Position) FT II Charity A. Linatoc (Alternate/1st Level Position)
GAD Representative	:	PO II Nestor G. Mira, Jr FORESTER I Bea Natasha R. Fortu
Head Secretariat	:	HRMO II Buena P. Florida
Member	:	ISA II Ronaldo L. Suarez ADMIN AIDE VI Cedric M. Masongsong FR/ADMIN STAFF Ma. Christine D. Gardoce
Documenter	:	PO II Nestor G. Mira, Jr. ECOMS I Rayson C. Alfante ADMIN AIDE VI Daisy E. Bagatua



1. The PENRO Human Resource Merit Promotion and Selection Board (PHRMPSB) in accordance with the 2017 Omnibus Rules on Appointments and other Human Resource Actions (ORAOHRA), DENR Merit, Selection and Promotion Plan (MSPP) and other relevant Civil Service Commission rules and regulations shall be primarily responsible in the judicious and objective assessment of candidates for appointment.
2. The Gender and Development (GAD) Representative shall:
 - a. Ensure equal employment opportunities is strictly observed in the Merit Promotion and Selection Process; and
 - b. Maintains a sex-disaggregated database of hired and promoted personnel.
3. The Employees Union Representative shall:
 - a. Ensure that the Promotion and Selection Process is fair and just among officials and rank-in-file employees
4. The Secretariat shall:
 - a. Maintain records of the selection process which must be made accessible to interested parties upon written request and approval of the HRMPSB Chairperson and for inspection and audit by the CSC;
 - b. Conduct structured background investigation of the top five (5) applicants; and
 - c. Post a duly certified reproduction copy of the appointment and the list of appointments issued in three (3) conspicuous places of the office premises.

This Order takes effect immediately.


TSD CHIEF ALMA E. GIBE

In-Charge, PENRO Oriental Mindoro
