May 12, 2022
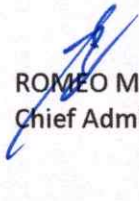
To: All Schools Division Superintendents
     This Region

Enclosed is Memorandum DM-HROD-2022-0765 from Regional Director Jesus L. R. Mateo, DepEd NCR, OIC Office of the Undersecretary, HROD, dated April 27, 2022, subject of which is "UPDATING OF THE STATUS OF FILLING-UP OF NEWLY CREATED TEACHING ITEMS FROM FISCAL YEAR (FY) 2016-2021".

Attention is invited to paragraphs 3 to 8 of the said Memorandum, for information and strict compliance.

For the Regional Director:

ROMEO M. DALIGDIG, EdD
Chief Administrative Officer

ADMIN-PER-RL-2022-32
PGL

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CERTIFICATE NO.
CP000499Q

MEMORANDUM
DM-HROD-2022-0765

FOR	:	**REGIONAL DIRECTORS** **SCHOOLS DIVISION SUPERINTENDENTS**
ATTENTION	:	**CHIEF ADMINISTRATIVE OFFICERS** **ADMINISTRATIVE OFFICERS, PERSONNEL SECTION**
FROM	:	**WILFREDO E. CABRAL** Regional Director, DepEd NCR and Officer-In-Charge, Office of the Undersecretary Human Resource and Organizational Development
SUBJECT	:	**UPDATING OF THE STATUS OF FILLING-UP OF** **NEWLY CREATED TEACHING ITEMS FROM** **FISCAL YEAR(FY) 2016-2021**
DATE	:	April 27, 2022

Pursuant to the Special Provision (SP) of the FY 2022 General Appropriations Act (GAA) on the filling up of vacant positions, the DepEd Central Office, through the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED), requests for the urgent reporting and updating of filled-up newly-created teaching items from FY 2016-2021. Consequently, it is also requested that concerned offices in the Regions and Schools Divisions identify reasons for the non-filling-up of said items.

To further emphasize, the Department's utilization rate in terms of filling-up the newly-created teaching items shall affect the decision of the Department of Budget and Management –Executive Review Board (DBM-ERB) on the DepEd's annual proposal for additional teaching items. As an oversight agency to DepEd, the DBM regularly monitors the creation and filling-up of teaching items.

As of April 15, 2022, **5,139** newly–created teaching items from FY 2016-2021 remain unfilled *(refer to the table below)*. The data also show that **no region** achieved a 100% filling-up rate for the newly–created teaching items. Thus, all SDOs which <u>are yet to achieve 100% rate</u> in filling-up newly – created positions are instructed to update the status of filling-up for FY 2016-2021.

The table below indicates the data on filling-up of newly-created positions from FY 2016-2021:

DATA ON FILLING-UP RATE OF NEWLY - CREATED TEACHING ITEMS
FROM FY 2016-2021 BY REGION

Region	Total Created Position						Total	Total Utilization by percent	Total No. of Unfilled
	2016	2017	2018	2019	2020	2021			
CAR	1,004	965	969	168	208	297	3,611	97.62%	86
NCR	4,566	1,574	5,394	211	636	380	12,761	95.68%	551
Region I	2,646	3,346	3,396	498	367	575	10,828	99.38%	67
Region II	1,994	2,417	2,436	470	459	635	8,411	96.86%	264
Region III	5,898	4,497	8,610	853	1,085	1,020	21,963	95.88%	905
Region IV-A	7,987	4,717	11,864	925	1,509	935	27,937	97.07%	818
Region IV-B	2,302	2,147	3,463	354	318	335	8,919	99.29%	63
Region V	4,028	4,976	6,328	755	452	570	17,109	98.16%	314
Region VI	4,389	4,942	5,626	753	748	890	17,348	96.39%	627
Region VII	5,121	5,269	6,738	1,114	763	705	19,710	98.55%	285
Region VIII	3,263	3,928	4,404	417	459	637	13,108	98.76%	162
Region IX	2,348	2,225	3,645	571	429	402	9,620	96.42%	344
Region X	2,782	2,946	4,189	503	829	727	11,976	98.79%	145
Region XI	3,456	3,120	4,709	569	720	514	13,088	96.57%	449
Region XII	2,819	3,134	4,102	588	517	527	11,687	99.76%	28
Caraga	2,214	2,424	2,674	332	340	561	8,545	99.64%	31
Total	**56,817**	**52,627**	**78,547**	**9,081**	**9,839**	**9,710**	**216,621**	**97.63%**	**5,139**

For FY 2016-2018, the SDOs shall update the attached status of filling-up of newly-created teaching items for three (3) years, disaggregated by **Level as of May 15, 2022**. Kindly refer to Annex A.1 for FY 2016; Annex A.2 for FY 2017; and Annex A.3 for FY 2018. Reported filled-up items must also be supported with the profile and assignment of newly hired teachers using the prescribed template attached as *Annex B,* including reasons for non-filling-up in the column "Remarks."

However, for **FY 2019-2021, it is requested that field offices report the status of filling-up in the Program Management Information System (PMIS) on or before May 15, 2022**. A template *(refer to Annex A.4 for FY 2019; Annex A.5 for FY 2020; and Annex A.6 for FY 2021)* is also provided to update the total number of unfilled items as of May 15, 2022 and document reasons for non-filling-up of these items.

All field offices are also instructed to update the Personal Services Itemization and Plantilla of Personnel (PSIPOP) under DBM's National Budget Circular No. 549 dated October 21, 2013. These updates will be used as basis to determine Personnel Services requirements for both filled and unfilled positions and are necessary for FY 2023 budget preparation.

To ensure timely accomplishment of these updates, it is further requested from field offices to observe the following deadlines:

a. Schools Division Offices (SDOs) submit their reports *(accomplished Annexes A.1-A.3 and Annex B for FY 2016-2018 and Annexes A.4-A.6 for FY 2019-2021)* to their respective Regional Offices **on or before May 16, 2022**

b. Regional Offices (ROs) consolidate submissions from their SDOs and forward to BHROD-SED the following files on or before **May 23, 2022**:

1. Scanned copy of the consolidated report which is duly signed by the Regional Director; and
2. Editable Excel File (not necessarily signed) of the consolidated report.

For submissions, queries, and clarifications regarding this Memorandum, please coordinate with **Mr. Jeric Francis C. Llanto** of the BHROD-SED through email at bhrod.sed@deped.gov.ph.

For your appropriate action.