



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM

NCR No. 1323, s. 2023

TO : **SCHOOLS DIVISION SUPERINTENDENTS**

FROM : **JOCELYN DR. ANDAYA**
 Director IV

SUBJECT : **DEPLOYMENT OF A SURVEY FOR THE STUDY ON UNFILLED PLANTILLA POSITIONS IN THE DEPARTMENT OF EDUCATION**

DATE : December 27, 2023

1. Enclosed is a copy of the Memorandum dated December 12, 2023, relative to the above captioned survey, which is self-explanatory.
2. In this connection, your usual cooperation is requested by accomplishing the online survey through the link: <https://tinyurl.com/CapstoneSurveyQuestionaire>. Please also take note that participation on this is on voluntary basis.
3. For immediate dissemination and consideration.



Address: Misamis St., Bago Bantay, Quezon City
 Email address: ncr@deped.gov.ph
 Website: depedncr.com.ph



Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR ADMINISTRATION

OUA-OUT-121123-P4-1

MEMORANDUM

TO : **REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS**

FROM : **NOLASCO A. MEMPIN**
Undersecretary for Administration

SUBJECT : **Deployment of a Survey for the
Study on Unfilled Plantilla Positions in the Department of
Education**

DATE : 12 December 2023

This has reference to the study of Dr. Jay F. Macasieb, Assistant Schools Division Superintendent of the Schools Division Office of Makati City, on the Unfilled Plantilla Positions in the Department as part of the Capstone Paper requirements of his scholarship in the Senior Executive Class at the Development of the Academy of the Philippines (DAP). The proposed study aims to delve into the underlying factors and implications of the unfilled plantilla positions across DepEd.

In this regard, this office respectfully endorses the conduct of the study and requests the participation of the officials in-charge of human resource management including hiring and the Schools Division Superintendents (SDSs) to accomplish the online survey through the link: <https://tinyurl.com/CapstoneSurveyQuestionnaire>. Please note that participation is voluntary, and respondents have the right to refuse to participate or discontinue accomplishing the survey-questionnaire any time.

Relative to the conduct of the study, Regional Offices (ROs) are requested to coordinate with the concerned RO functional division and School Division Offices (SDOs) to support the researcher in the dissemination of the online survey. Further request is made to submit feedback on the actual conduct of the study using the template in Annex A to the Planning Service - Policy Research and Development Division (PS-PRDD) at email address: ps.prd@deped.gov.ph.

For further inquiries and feedback, kindly contact PS-PRDD through the above mentioned email address or phone number: 8635-3976.



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For lateral coordination, please contact the researcher, Dr. Macasieb through email address: jay.macasieb@deped.gov.ph or mobile number: 0917-136-1023 or 0920-501-1753.

For consideration. Thank you.

Copy furnish:

WILFREDO E. CABRAL

Director IV, DepEd – NCR

Officer-in-Charge, Office of the Undersecretary for Human Resources and Organizational Development (OUHROD)





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Annex A: Template for Monitoring Report for Field Office

Governance Level (Name of RO or SDO)	Date of Data Gathering	Research Activities Conducted	Reported Feedback
		<i>(Indicative research activities conducted such as KII and FGD and the number of participants)</i>	<i>(Discuss feedback of participants regarding the conduct of research activities, and challenges and difficulties encountered in facilitating the activity)</i>