



Republic of the Philippines  
Department of Health  
Center for Health Development Davao Region  
**SOUTHERN PHILIPPINES MEDICAL CENTER**



21 February 2024

**HOSPITAL MEMORANDUM**

No. 71, s. 2024

**TO :** ALL CONCERNED

**SUBJECT :** Reconstitution of the Medical Personnel Selection Board (MPSB)

Pursuant to the *Civil Service Commission (CSC) 2017 Omnibus Rules on Appointments and Other Human Resource Actions, Revised July 2018 (2017 ORAOHRA rev. 2018)*, the *DOH Department Order No. 2019-0437 Internal Recruitment, Selection, and Placement Guidelines for Appointment to First, Second, and Executive/Managerial Positions in the Second Level in the Department of Health (DOH) and its Offices*, this hospital, in its pursuit for organizational responsiveness, efficiency and excellence in Human Resource, hereby reconstitute the membership of the MPSB:

Chairperson: Dr. Fitzgerald C. Arancel - Chief of Medical Professional Staff II  
Vice-Chairperson: Dr. Ma. Elinore Alba-Concha - Chief Training Officer *Amg 02/20/24*  
Members: Dr. Abegail L. Laganao - Chair, Psychiatry and Behavioral Medicine Department  
Dr. Michelle V. Harun - Chair, Family and Community Medicine Department - *Daphne 02/20/24*  
Dr. Loida Michelle R. Ong - Chair, Obstetrics and Gynecology Department  
*Arancel 2/27/24* Dr. Maria Luisa Santos-Carpio - Chair, Physical and Rehabilitation Medicine Department  
Mr. Emmanuel Driz - Head, Human Resource Management Office

Secretariat: Ms. Lakeisha Kyla Vioria  
Ms. Mildred Anne Marie Espiritu

The members of the MPSB are enjoined to visit the *CSC 2017 ORAOHRA rev. 2018* and the *DOH DO No. 2019-0437*. Aside from the functions explicitly stated in the aforementioned rules and order, the MPSB shall perform the following additional functions:

1. To prepare and conduct systematic assessment and deliberation of applicants' qualifications as against the CSC Minimum Qualification Standards and the applicants' competencies as against the DOH Competency Framework.
2. To ensure the strict observance of the Equal Employment Opportunity Principle (EEOP) in all the recruitment, selection, and placement activities.
3. To utilize information generated from other HR systems such as Learning and Development (L&D), Performance Management (PM), and Rewards and Recognition (R&R) in the relevant recruitment, selection, and placement activities.
4. To produce and disseminate information materials about recruitment, selection and placement.
5. To judiciously utilize their access to, and preserve the confidentiality of all information acquired from, the Human Resource Information System (HRIS)

This order shall take effect immediately and shall serve for a term of one (1) year.

*[Signature]*  
**RICARDO B. AUDAN, MD, FPAFP, MPA, CHA**  
Medical Center Chief II