



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF IMUS CITY

20 Oct 2025

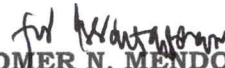
DIVISION MEMORANDUM

No. 653, s. 2025

**INTERIM GUIDELINES FOR THE MANAGEMENT AND HIRING
OF THE PANTAWID PAMILYANG PILIPINO PROGRAM (4PS)
BENEFICIARIES LET PASSERS**

To: OIC - Assistant Schools Division Superintendent
OIC - CID Chief Education Supervisor
OIC - SGOD Chief Education Supervisor
Human Resource Management Officer
School Heads/OICs (Public Elementary and Secondary Schools)
All Others Concerned

1. Attached is the Regional Memorandum No. 751 s. 2025 titled "Interim Guidelines for the Management and Hiring of the Pantawid Pamilyang Pilipino Program (4PS) Beneficiaries LET Passers," for information and guidance.
2. Immediate dissemination of this Memorandum is earnestly desired.


HOMER N. MENDOZA

Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Encl.: As stated

References: MEMORANDUM DM-OUHROD-2025-2798

To be indicated in the Perpetual Index
under the following subjects:

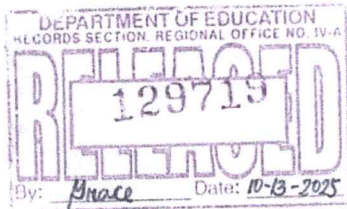
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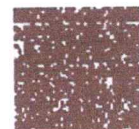


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Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



Personnel RM 2025 751

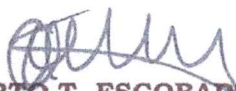
13 October 2025

Regional Memorandum
No. 751, s. 2025

**INTERIM GUIDELINES FOR THE MANAGEMENT AND HIRING
OF THE PANTAWID PAMILYANG PILIPINO PROGRAM (4Ps)
BENEFICIARIES LET PASSERS**

To **Schools Division Superintendents**
SDO Human Resource Management Officers
All Others Concerned

1. Enclosed is a copy of MEMORANDUM DM-OUHROD-2025-2798 dated October 6, 2025 signed by the **USec. WILFREDO E. CABRAL**, Undersecretary for Human Resource and Organizational Development, DepEd Central Office, Meralco Ave., Pasig City, titled "**Interim Guidelines for the Management and Hiring of the Pantawid Pamilyang Pilipino Program (4Ps) Beneficiaries LET Passers**," which is self-explanatory.
2. Attention is invited to the **Interim Guidelines for the Management of 4Ps Beneficiaries Endorsements**, and the **Interim Guidelines for the Hiring of 4Ps Beneficiaries**, for information and guidance.
3. For clarifications on policies on recruitment and selection related concerns, please coordinate with the BHROD-Human Resource Development Division (HRDD) at bhrod.hrdd@deped.gov.ph. For inquiries regarding the management of endorsements, please contact the BHROD-School Effectiveness Division (SED) at bhrod.sed@deped.gov.ph.
4. Immediate dissemination of and compliance with this Memorandum is directed.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

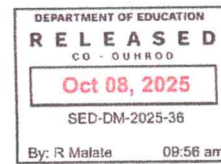
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Republika ng Pilipinas
Department of Education
OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2025-2798

FOR : MALCOLM S. GARMA
Undersecretary for Governance and Operations

REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
FIELD HUMAN RESOURCE MANAGEMENT OFFICERS
ALL OTHERS CONCERNED

FROM : WILFREDO E. CABRAL
Undersecretary for Human Resource and Organizational Development
E-signed by
Wilfredo Cabral
10/07/2025, 7:58:49 PM

SUBJECT : INTERIM GUIDELINES FOR THE MANAGEMENT AND HIRING OF
THE PANTAWID PAMILYANG PILIPINO PROGRAM (4Ps)
BENEFICIARIES LET PASSERS

DATE : October 06, 2025

The Department of Education (DepEd) and the Department of Social Welfare and Development (DSWD) are jointly committed to providing sustainable opportunities for beneficiaries of the Pantawid Pamilyang Pilipino Program (4Ps). A central strategy in addressing the intergenerational cycle of poverty is to create livelihood pathways for individual members of families under the program. Aligned with this goal, the long-term vision of both agencies is to enable 4Ps beneficiaries to complete higher education, practice a profession, and contribute to national development through their chosen careers.

DepEd reinforces this commitment by supporting the entry of qualified 4Ps Licensure Examination for Teachers (LET) passers into the education workforce through a dedicated hiring mechanism in the Department. However, the absence of a legal foundation and definitive implementing guidelines has constrained the full realization of this initiative.

To bridge these gaps and to ensure continuity of opportunities that uplift the socioeconomic status of program beneficiaries, the Office of the Undersecretary for Human Resource and Organizational Development (OUHROD) issues this Memorandum. These provisional measures are intended both to guide DepEd field offices and to strengthen coordination with DSWD in advancing the shared objective of breaking the cycle of poverty through education and employment.

Interim Guidelines for the Management of 4Ps Beneficiaries Endorsements

1. The DSWD may directly endorse program beneficiaries who are LET passers to the DepEd Regional Offices (ROs), without the need to secure another endorsement letter from the DepEd Central Office, OUHROD.
2. DepEd Regional Offices (ROs) transmit to their Schools Division Offices (SDOs) all duly certified endorsements from the DSWD.
3. All endorsed lists of 4Ps beneficiaries that have been forwarded to the Bureau of Human Resource and Organizational Development (BHROD) shall be formally returned through official transmittal for the appropriate action of the concerned DepEd field offices.

Interim Guidelines for the Hiring of 4Ps Beneficiaries

1. DepEd SDOs are directed to strictly observe the policy provisions and timelines under the existing hiring guidelines, as prescribed in DepEd Order (DO) No. 19, s. 2022, DO No. 007, s. 2023 and DO No. 021, s. 2024. It is understood that the assessment and selection procedures stipulated under these DOs shall apply to the evaluation of all 4Ps beneficiaries starting SY 2025-2026.
2. Only those with official certifications from the DSWD attesting to their inclusion in the Program shall be accepted as valid endorsements to DepEd.
3. The DSWD is requested to ensure that all beneficiaries are provided with the necessary supporting documents to establish their eligibility.
4. DepEd SDOs are likewise instructed to implement the prioritization of hiring of 4Ps beneficiaries in a manner that upholds equity, while considering equal opportunity for other hiring priorities of the Department to ensure balanced and just outcomes.

This Memorandum shall remain in effect until a joint implementing guideline from DepEd and DSWD is issued, unless it is earlier amended or revoked.

For clarifications on policies on recruitment and selection related concerns, you may coordinate with BHROD-Human Resource Development Division (HRDD) at **bhrod.hrdd@deped.gov.ph**. For inquiries regarding the management of endorsements, you may contact the BHROD-School Effectiveness Division (SED) at **bhrod.sed@deped.gov.ph**.

