



Republika ng Pilipinas

Kagawaran ng Edukasyon

REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

May 30, 2025

DIVISION MEMORANDUM

No. 484 s. 2025

SUBMISSION OF THE PROFILE OF TEACHERS AND ELECTRONIC SCHOOL FORM 7 (eSF7) – SCHOOL PERSONNEL ASSIGNMENT LIST AND BASIC PROFILE FOR SCHOOL YEAR 2025-2026 FOR THE GRANT OF TEACHING ALLOWANCE

TO: Public Schools District Supervisors/In-Charge of the Districts
Elementary and Secondary School Heads
Administrative Officers
All Others Concerned

1. In connection with the implementation of DepEd Order No. 5, s. 2025, titled "Additional Implementing Guidelines on the Grant of a Teaching Allowance for Public School Teachers," school heads are hereby directed to submit the following documents to the OSDS-Personnel Section through the Records Section:

Document	Deadline of Submission
1) One (1) original copy-Profile of Teachers on the Grant of Teaching Allowance (This form may be downloaded https://tinyurl.com/ProfileTchrsAllwncce)	June 5, 2025 (5:00 PM)
2) Two (2) original copies-SY 2025-2026 eSF7 – (School Personnel Assignment List and Basic Profile)	June 30 , 2025 (5:00 PM)

2. Immediate dissemination of and strict compliance of all concerned is desired.

By Authority of the OIC-Schools Division Superintendent:

DELFIN A. BONDAD

Public Schools District Supervisor

OIC, Office of the Asst. Schools Division Superintendent



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