



Republic of the Philippines
Department of Education
Region V – Bicol

SCHOOLS DIVISION OFFICE OF CATANDUANES

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RECORDS SECTION
RELEASED
JUN 01 2022
BY: [Signature] TIME: 8:30

MEMORANDUM

OSDS-PER-UM-05-31-22/MBL

TO : Chief Education Supervisors
Section/Unit Heads
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads (IU's & Non-IU's)
Administrative Officers (Elementary, JHS & SHS)
Teaching and Non-Teaching Personnel

FROM : **MA. LUISA T. DELA ROSA**
Assistant Schools Division Superintendent
OIC-Office of the Schools Division Superintendent

SUBJECT : **SUBMISSION OF CS FORM NO. 212 (Personal Data Sheet)**

DATE : May 31, 2022

1. Relative to the **Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME HRM)** accreditation, all personnel are advised to submit accomplished and duly signed PDF copy of CS Form 212 (Personal Data Sheet) with Work Experience Sheet to be sent through <https://tinyurl.com/PDSSubmission> on June 20, 2022.
2. School ICT Coordinators are expected to assist in uploading the forms. Copy of revised CS Form 212 can be downloaded through <https://bit.ly/PDSTemplate>.
3. For information, guidance and strict compliance.



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