



**Republic of the Philippines**  
**Department of Education**  
**REGION XI**  
**SCHOOLS DIVISION OF PANABO CITY**

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

SGOD-2025-0657

To : Assistant Schools Division Superintendent  
 Chief of the Schools Governance and Operations Division  
 Chief of the Curriculum Implementation Division  
 All concerned

Subject: **DISSEMINATION OF MEMORANDUM DM-OUHROD-2025-2930**

Date: November 10, 2025

Attached is Regional Memorandum No. PPRD-2025-103 re: Dissemination of Memorandum DM-OUHROD-2025-2930, contents of which are self-explanatory.

For questions and clarifications, we will be glad to assist you through the Planning and Research Section. Attention: Ker Denzel Infiesto, Planning Officer III, at ker.infiesto@deped.gov.ph.

For your information and guidance.

**JINKY B. FIRMAN PhD, CESO VI**  
 Schools Division Superintendent

Encl: As stated  
 SGOD/aba/kdgj

For the SDS  
**AILENE B. AMONUEVO, Ph.D.**  
 Chief Education Supervisor, SGOD  
 Incharge of the Division

**RELEASED**

**NOV 12 2025**

RECORDS SECTION SGD PANABO CITY  
 BY



Republic of the Philippines  
Department of Education  
DAVAO REGION

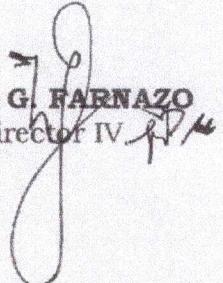
November 3, 2025

REGIONAL MEMORANDUM  
PPRD-2025-103

DISSEMINATION OF MEMORANDUM DM-OUHROD-2025-2930

To: Assistant Regional Director  
Schools Division Superintendents

1. Enclosed is the Memorandum DM-OUHROD-2025-2930 from Bureau of Human Resource and Organizational Development (BHROD), dated October 21, 2025, re: Achievement of 100% school submission of the Electronic School Form 7 (ESF7) for SY 2024-2025, contents are self-explanatory.
2. For any clarifications, contact the Policy, Planning, and Research Division through **Emmanuel Alpha D. Sicam**, at (082) 224-0750 or at pprd.region11@deped.gov.ph.
3. For your information and guidance.

  
ALLAN G. FARNAZO  
Director IV

Encl.: As stated  
ROP3/eads

DEPARTMENT OF EDUCATION ROP  
RECORDS SECTION  
**RELEASED**

By: ✓ Date: Nov. 06, 2025  
Time: 121474



DEPARTMENT OF EDUCATION  
RELEASED  
CO - OUHROD  
Oct 22, 2025  
SED-DM-2025-62  
By: R Melate 08:43 am



Republika ng Pilipinas  
**Department of Education**

OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

**MEMORANDUM**  
**DM-OUHROD-2025-2930**

29 OCT 2025

1025 R 1477  
8:06

FOR : **REGIONAL DIRECTORS  
SCHOOLS DIVISION SUPERINTENDENTS  
FIELD PLANNING OFFICERS  
ALL OTHERS CONCERNED**

4. 3. 25

ATTENTION : **ALL PUBLIC SCHOOL HEADS**

E-signed by  
Wilfredo Cabral

FROM : **WILFREDO E. CABRAL** 25, 4:58:55 AM  
*Undersecretary for Human Resource and Organizational  
Development*

SUBJECT : **ACHIEVEMENT OF 100% SCHOOL SUBMISSION OF THE  
ELECTRONIC SCHOOL FORM 7 (eSF7) FOR SY 2024-2025**

DATE : October 21, 2025

The Department of Education (DepEd) issued **DepEd Memorandum No. 052, s. 2023**, adopting the electronic School Form 7 (eSF7), a digitized and automated version of the School Personnel Assignment List and Basic Profile. Implemented in SY 2023-2024, the eSF7 enabled DepEd to analyze school-based personnel data from 87% of schools nationwide.

To achieve 100% accurate eSF7 submissions, the Office of the Undersecretary for Human Resource and Organizational Development (OUHROD), through the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED), provided extensive technical assistance for SY 2024-2025. As of October 17, 2025, OUHROD has received submissions from 45,238 schools (99.85% of 45,328), with 98.62% accepted (44,702 schools). While this marks a major improvement in data completeness and accuracy, BHROD-SED continues to work with field offices to achieve full compliance and sustain quality data reporting across all governance levels.

Moving forward, this Office requests the technical assistance providers from the Regional and Schools Division Offices to expedite the completion of the remaining



eSF7 submissions and to assist school heads in ensuring compliance with the required format and data completeness. Schools that have yet to submit or have been advised to revise their files are given until **Friday, November 7, 2025**, to comply. To guide all concerned, the following are important reminders for reference and observance.

1. Schools that submitted the SY 2025-2026 eSF7 will still be tagged as "no submission" or "for resubmission."
2. Correct submission means uploading the downloaded eSF7 database via the online submission form, not the completed eSF7 file. Note that submissions with incorrect, corrupted, or damaged files are not considered valid.
3. Submissions may be returned if the data is incomplete and needs further action from the school.

To achieve a 100% submission rate, this Office respectfully requests your assistance in following up with schools that have **not yet submitted** or **need to resubmit** their eSF7 data for SY 2024-2025. You may view the list of schools for submission at [bit.ly/eSF7-ForSubmission](http://bit.ly/eSF7-ForSubmission).

To check on the status of school submissions, you may visit [bit.ly/eSF7-MonitoringTool](http://bit.ly/eSF7-MonitoringTool). For additional guidance, please refer to the Frequently Asked Questions (FAQs) available at [bit.ly/eSF7-SubmissionFAQs](http://bit.ly/eSF7-SubmissionFAQs).

For clarifications, please contact the BHROD-SED at telephone number (02)-8633-5397 or via email at [bhrod.sed@deped.gov.ph](mailto:bhrod.sed@deped.gov.ph).

Strict compliance with this Memorandum is expected from all concerned Offices and personnel.

Thank you for your continued support and cooperation.