



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

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
**SGOD-2026-0019**

**To** : Assistant Schools Division Superintendent  
 Chiefs of the Schools Governance and Operations Division and  
 Curriculum Implementation Division  
 Public Elementary and Secondary School Heads  
 All Concerned

**Subject** : **ENCODING OF SCHOOL PROFILE UPDATING FOR 2026**

**Date** : January 12, 2026

Please be informed that the encoding of the updated school profile/details for 2026 can now be accessed through the Google Sheet link: <https://bit.ly/4jBdvU7>

Deadline of encoding shall be on January 13, 2026 (5:00pm).

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

For your guidance and compliance.

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

**RELEASED**

**JAN 03 2026**

RECORDS SECTION-SDOP PANABO CITY  
 BY \_\_\_\_\_

Encl: As stated  
 SGOD/aba/kdgi