



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

January 24, 2025

DIVISION MEMORANDUM

SGOD No. 038, s. 2025

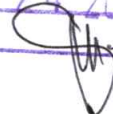
Subject : **ONLINE ORIENTATION ON THE ADOPTION OF THE REVISED ELECTRONIC SCHOOL FORMS 7 (eSF7) STARTING SY 2024-2025"**

To : Public Elementary School Heads
Public Secondary School Heads
All Others concerned

1. Attached is Regional Memorandum PPRD-2025-002 re: "**Online Orientation on the Adoption of the Revised Electronic School Forms 7 (eSF7) Starting SY 2024-2025**". The revised eSF7 tool aims to continuously streamline the process involved in accomplishing school-level reports and simplify procedures geared toward a data-driven approach to school-based workforce management.
2. Relative to this, the Planning and Research Section will conduct an online orientation on **January 28, 2025** starting at **8:00 A.M.** via Microsoft Teams. The link shall be posted on the School Heads group chat once available.
3. The participants to the said activity are the **School Heads** with **1 (one) non-teaching personnel** of the school.
4. For information, guidance and compliance.


MELANIE P. ESTACIO Ph.D., CESO VI
Schools Division Superintendent

DepEd Schools Division of Digos City
RECORDS SECTION

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No. 113
DATE: JAN 24 2025 TIME: 9:17p
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Enclosed: As stated.

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

SGOD/PRME/aa

SGOD

PRME

ESF7



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hereby REASSIGNED as 1st District Office, Digos Oriental District, Barangay and/or



Republic of the Philippines
Department of Education
DAVAO REGION

Schools Division Office - Davao Region
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DATE: 15 JAN 2025 TIME: 11:04
BY: [Signature]

January 14, 2025

REGIONAL MEMORANDUM
PPRD-2025-002

**PARTICIPATION IN THE ONLINE ORIENTATION ON THE ADOPTION
OF THE REVISED ELECTRONIC SCHOOL FORMS 7 (eSF7)**

To: Schools Division Superintendents

1. This is in reference to Memorandum No. DM-OU-2025-0060, dated January 09, 2025, on the conduct of **"Online Orientation on the Adoption of the Revised Electronic School Forms 7 (eSF7) starting SY 2024-2025"** on 17 January 2025, 9:00 am - 12:00 noon, via Microsoft Teams.
2. The Regional and Division Planning Officers shall attend the activity through <https://bit.ly/eSF7Orientation-2025January>. For more information and guidance, refer to *Annex A: Details of the Online information*.
3. Immediate dissemination and strict compliance are desired.

ALLAN G. FARNAZO
Director IV [Signature]

ROP6/smd

DEPARTMENT OF EDUCATION - DOR
RECORDS SECTION
RELEASED

BY: [Signature] TIME: Jan. 15, 2025
439/1



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