DIVISION MEMORANDUM
No. 137, s. 2019

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
School Heads (Elementary and Secondary)
All Others Concerned

FROM: REBONFAMIL R. BAGUIO
Schools Division Superintendent

DATE: May 2, 2019

RE: SUBMISSION OF CERTIFIED TRUE COPIES OF UNIMPLEMENTED EQUIVALENT RECORD FORM (ERF)

1. This Office requests submission of two (2) certified true copies of unimplemented ERF duly approved by the Regional Office of Elementary and Secondary Teachers for budget purposes not later than May 10, 2019.

2. Queries relative to this can be channeled to Guia Ma. G. Villahermosa at 0917-706-7745.

Copy furnished:
Records Unit
Personnel Unit

TO BE POSTED IN THE WEBSITE