



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

May 16, 2025

DIVISION MEMORANDUM

No. 134 s. 2025

INVENTORY OF SCHOOL HEADS FOR QUARTER 2 OF CY 2025

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Education Program Supervisors and Division Coordinators
Public Schools District Supervisors and OIC-PSDs
Public Elementary School Heads
Public Secondary School Heads
All others concerned

1. To maintain an accurate database of school heads' profiles, this Office hereby requires the heads of public elementary, secondary, and integrated schools to accomplish the short online form which will form part of the bases for key decisions in the Division's strategic management of schools.
2. The online form can be accessed through the link: <https://bit.ly/SH2025Q2> or by scanning the QR code below:



3. Heads of public elementary, secondary, and integrated schools are expected to accomplish the online form before **May 20, 2025**. School heads are expected to accomplish the form **once**. Once duplicate entries are submitted, only the latest submission will be retained, and the previous submission/s will be deleted automatically.
4. Immediate & widest dissemination and compliance of this Memorandum are directed.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent

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