



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

June 8, 2023

DIVISION MEMORANDUM

No. 115, s. 2023

**SUBMISSION OF 2ND BATCH OF REQUESTS FOR THE APPROVAL /
IMPLEMENTATION OF EQUIVALENTS RECORD FORMS (ERFs)**

TO: Public Schools District Supervisors
OIC – Public Schools District Supervisors
Elementary and Secondary School Principals
All Others Concerned

1. Attached is Regional Memorandum No. 161, s. 2023 dated June 2, 2023 announcing the submission of 2nd batch of requests for the approval / implementation of Equivalent Record Forms (ERFs).
2. It is significant to reiterate that the Regional Office have set their deadline on June 30, 2023. So in order for us to have sufficient time to prepare, process and submit the documents on time, we are setting the **deadline of submission here in the Division Office on June 16, 2023.**
3. The list of positions who are qualified to apply for upgrading of positions through ERF, the criteria, and the documentary requirements is cited and specified in Division Memorandum No. 31, s. 2023.
4. For information and guidance.


WILLIAM E. GANDO, CESO VI
Schools Division Superintendent



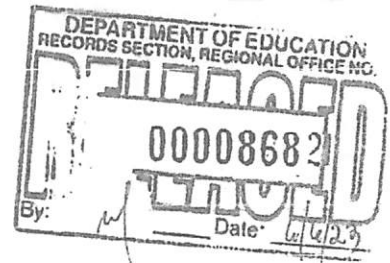
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CIP 5461/21/05/1163



Republic of the Philippines
Department of Education
REGION V - BICOL



Office of the Regional Director

June 2, 2023

REGIONAL MEMORANDUM

No. 61, s. 2023

**SUBMISSION OF 2ND BATCH OF REQUESTS FOR THE APPROVAL/
IMPLEMENTATION OF EQUIVALENT RECORD FORMS (ERFs)**

To : Assistant Regional Director
Schools Division Superintendents/OIC-SDSs
All Others Concerned

1. Please be informed that the deadline for the submission of the 2nd batch of requests for the approval/implementation of Equivalent Record Forms (ERFs) will be on **June 30, 2023**. It is understood that requests submitted beyond the deadline shall no longer be entertained.
2. Processing of requests shall be done on a first come, first served basis and subject to the availability of funds.
3. All other information indicated in the Unnumbered Memorandum dated February 1, 2023 shall remain in effect.
4. Immediate dissemination of this Memorandum is desired.


GILBERT T. SADSAD
Regional Director

Reference: Unnumbered Memorandum dated February 1, 2023

AD-PS/matb
06/02/2023



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