



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

ADVISORY

**ORIENTATION ON THE ACCOMPLISHMENT OF PERTINENT PAPERS FOR APPOINTMENT
DUE TO THE RECLASSIFICATION OF ITEMS (2025, Batch 1)
(as per Division Memorandum No. 106, s. 2025)**

To: Public Schools District Supervisors
Elementary and Secondary School Heads
Concerned Teachers

1. This is to inform all appointees of the change of schedule of the orientation due to the overlapping schedule with the PRIME-HRM Activities of this Division:

Batch Number	Old Schedule	New Schedule
Batch 1 (Head Teachers, Master Teachers, and School Principals)	April 21, 2025 (1 pm – 5 pm)	April 28, 2025 (1 pm – 5 pm)
Batch 2 (Teacher II and Teacher III)	April 22, 2025 (8 am onwards)	April 29, 2025 (8 am onwards)

2. All applicants are expected to report on the scheduled dates at the Bulwagan ng Karunungan, 3rd Floor, DepEd SDO Building, Balogo Sports Complex, Sorsogon City. Please bring a black or blue ballpen, correction tape, and 1 copy of the Accomplished PDS or CSC Form 212 s. 2017 (not notarized).
3. For the guidance of all concerned.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent