



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division
 Superintendent**

19 APR 2023

DIVISION MEMORANDUM
 No. 270, s. 2023

**SUBMISSION OF DOCUMENTS FOR DBM IMPLEMENTATION OF THE APPROVED
 EQUIVALENT RECORD FORM (ERF)**

TO: Public Schools District Supervisors/District-In-Charge
 Public Elementary/Secondary Schools Administrators
 Public Elementary/Secondary Teachers

1. This is to announce the implementation of their Approved Equivalent Record Form (ERF) of the following elementary and secondary school teachers.

NAME OF INCUMBENT	School and District	FROM	TO
ELEMENTARY			
Irene J. Dialino	Mabato ES/Ayungon 1	TCH1	TCH3
Cedie V. Sy	Calatagan ES/Bindoy 2	TCH1	TCH3
Rhea Cristy A. Alberto	Mantahaw ES/Bindoy 2	TCH1	TCH3
Ifie I. Pahilanga	Bayog ES/Canlaon 1	TCH1	TCH3
Mary Ann C. Cornado	Banog ES/Jimalalud II	TCH1	TCH3
Thyna E. Maribao	Banog ES/Jimalalud II	TCH1	TCH3
Aliel C. Estrellanes	Owacan ES/Jimalalud II	TCH1	TCH3
Charlyn Hope G. De Padua	Kansumandig ES/La Libertad II	TCH1	TCH3
Lodilyn C. Lindayao	Kansumandig ES/La Libertad II	TCH1	TCH3
John Rey L. Narciso	Mabinay Central School/SPED/Mabinay 3	TCH1	TCH3
Honey Jay M. Juarez	Kayotesan ES/Manjuyod 1	TCH1	TCH3
Maria Thea J. Bondoc	Hunop ES/Pamplona 2	TCH1	TCH3
Mira Paula P. Jaugan	Felipe Tayko Memorial School/Siaton 2	TCH2	TCH3
Roxan Allah M. Silva	Casalaan ES/Siaton II	TCH1	TCH3
Mary Rose D. Caramayramay	San Isidro ES/Sta. Catalina 1	TCH1	TCH3
Stella Marie O. Bataculin	Pinocawan ES/Tayasan 1	TCH1	TCH3
Lady Ann P. Bartolo	Suquib ES/Tayasan I	TCH1	TCH3
Edelbeth G. Baje	Suquib ES/Tayasan 1	TCH2	TCH3
SECONDARY			
Vanissa T. Cadiz	DLANHS/Bindoy 2	TCH1	TCH3
Enriqueta M. Dy	DLANHS/Bindoy 2	TCH1	TCH3
Jules R. Jabagat	DLANHS/Bindoy 2	TCH1	TCH3
Diana Jude D. Otoc	Dauin National HS/Dauin	TCH1	TCH3
Grace D. Barba	Negros Oriental HS/Dumaguete City	TCH1	TCH3



Address: Kagawasan Avenue, Capitol Area, Daro, Dumaguete City
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Address: negros.oriental@deped.gov.ph

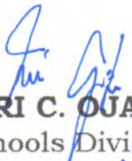
Emy Joy E. Alcaide	Negros Oriental HS/Dumaguete City	TCH1	TCH3
Cheryl Y. Lumayag	San Jose Provincial HS/San Jose	TCH1	TCH3
Ronel D. Batohanon	San Jose Provincial HS/San Jose	TCH1	TCH3
NOTHING FOLLOWS			

2. The above-listed teachers are advised to accomplish and submit their documents for ERF Implementation for DBM funding to the HRMO, Ms. Jian A. Diaz. Please check the list of requirements below:

- a. Indorsement letter from PSDS
- b. Original Approved ERF – 1 original copy and 2 certified photocopies
- c. Updated Service Record – 1 original and 2 certified photocopies
- d. Latest 2022 Plantilla of Personnel (Certified Xerox Copies)- 2 copies
- e. Latest Payslip (Certified Xerox Copies)- 2 copies
- f. Latest Approved Appointment (Certified Xerox Copies)- 2 copies
- g. Sworn Statement- 1 original copy (must be notarized)with documentary stamp
- h. must be compiled in a Long White Ordinary folder and labeled with complete name,school/district and contact number)

(All photocopies must be certified by the PSDS/District-In-Charge)

3. For information and guidance.


NERI C. OJASTRO, EdD, CESE
 Schools Division Superintendent
 4/19/23

NCO/NLR-MKP-JMA/AdS/JAD/imb
April 19, 2023



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