



Republic of the Philippines  
**Department of Education**  
 REGION VII - CENTRAL VISAYAS  
 Schools Division OF NEGROS ORIENTAL

**Office of the Schools Division  
 Superintendent**

17 OCT 2023

DIVISION MEMORANDUM  
 No. 348, s. 2023

**VIRTUAL ORIENTATION ON THE ELECTRONIC SCHOOL FORM 7 (Esf7)**

To: Assistant Schools Division Superintendent  
 Chief, CID and SGOD  
 Public School District Supervisor  
 School Heads/Public and Private  
 All Others Concerned

1. Please be informed that there will be a Virtual Orientation on the Electronic School Form 7 (Esf7) via MS Teams on the following time and dates:

Participants:	Date/Time	Venue:
School Heads and PSDS of the First Cong	October 18, 2023 8:00 A.M to 12:00 Noon	MS Teams
School Heads and PSDS of the Second Cong	October 18, 2023 1:00 P.M to 5:00 P.M	
School Heads and PSDS of the Third Cong	October 23, 2023 1:00 P.M to 5:00 P.M	

2. The purpose of the conference is to orient all school heads and PSDS on the latest update of the School Form 7 in the Department of Education.
3. Immediate dissemination of and compliance with this memorandum to all concerned is desired.

*[Signature]*  
**NERI C. OJASTRO EdD, CESE**  
 Schools Division Superintendent  
 10/16/23

NCO/IMA-MKP-NLR/EBP/ktc



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