



Republic of the Philippines  
Department of Education  
Region V – Bicol  
SCHOOLS DIVISION OFFICE OF CATANDUANES

**DIVISION MEMORANDUM**

No. 132, s. 2025

To : Assistant Schools Division Superintendent  
Chief Education Supervisors  
Public Schools District Supervisors/In-Charge of Districts  
Elementary & Secondary School Heads/Officers-in-Charge  
All Others Concerned

**ADDENDUM TO DIVISION MEMORANDUM NO. 117, S. 2025, RE: ACCEPTANCE OF APPLICATION FOR EQUIVALENT RECORD FORMS (ERFs) AND RECLASSIFICATION OF POSITIONS FOR FY 2025**

1. In connection with Division Memorandum No. 117, s. 2025, re: "Acceptance of Application for ERFs and Reclassification of Positions for FY 2025," please be informed that the deadline of submission of applications for Teacher II and Teacher III Positions through ERFs is **extended until 5 o' clock in the afternoon of February 17, 2025.**
2. Enclosed is the list of applicants for Head Teacher (Elementary) and Master Teacher (Junior High School) for reclassification of positions with incomplete documentary requirements that were returned in FY 2024 and advised to submit the necessary documents for resubmission to Regional Office V.
3. For information and guidance.

*By Authority of the OIC-Schools Division Superintendent:*

*Norlito Jr. P. Agunday*  
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