



Republika ng Pilipinas
Kagawaran ng Edukasyon
 REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG CATANDUANES

DepEd-Division of Catanduanes
 RECORDS SECTION
RELEASED
 BY: *[Signature]* No. 627
 DATE: 02 JUN 2026 TIME: 3:24

02 June 2026

DIVISION MEMORANDUM
 NO. 627 s. 2026

SUBMISSION OF THE PROFILE OF TEACHERS AND ELECTRONIC SCHOOL FORM 7 (eSF7) – SCHOOL PERSONNEL ASSIGNMENT LIST AND BASIC PROFILE FOR SCHOOL YEAR 2026-2027 FOR THE GRANT OF TEACHING ALLOWANCE

TO: Assistant Schools Division Superintendent
 Public School District Supervisors
 Elementary and Secondary School Heads
 Administrative Officers (Elementary and Secondary)
 All Others Concerned

1. In connection with the implementation of DM-OUHRODI-2026-1824 dated May 20, 2026, titled “Advisory on the Processing and Payment of the Fiscal Year (FY) 2026 Teaching Allowance for Public School Teachers”. School Heads are hereby directed to submit the following documents to the OSDS-Personnel Section through the Records Section:

Document	Deadline of Submission
1) One (1) Original Copy of Profile of Teachers on the Grant of Teaching Allowance (<i>This form may be downloaded through tinyurl.com/2026TeachingAllowance</i>)	June 3, 2026 (1:00 PM)
2) Two (2) Original copies of SY 2026-2027 eSF7(School Personnel Assignment List and Basic Profile)	June 29, 2026 (2:00 PM)

2. Immediate dissemination and strict compliance with this memorandum are directed.

By Authority of the OIC-Schools Division Superintendent:

[Signature]
EVA S. TOLENTINO
 Administrative Officer V
 Officer-in-Charge



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