



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO OCCIDENTAL



November 3, 2023

DIVISION MEMORANDUM-
SGOD-2023-905

**FINALIZATION AND CONSOLIDATION OF
DEPED ELECTRONIC FORM 7 (eSF7)**

To: District Planning Coordinators/AO II

1. This is in reference to DM 52, s. 2023 on the Adoption of the Electronic School Form 7 (eSF7) to digitize essential processes for continuous improvement, specifically to establish fair and equitable distribution of teaching workload.
2. With this, the Bureau of Human Resource and Organizational Development – School Effectiveness Division extended the submission of consolidated report on November 7, 2023
3. As such, all district planning coordinators are hereby advised to attend the finalization and consolidation of eSF7 on Monday, November 6-7, 2023 at LRMDC Building, Capitol Complex, Cabidanan, Nabunturan, Davao De Oro.
4. Travel expenses will be charged to District/School MOOE subject to the usual government accounting and auditing rules and regulations.
5. For Compliance.

By Authority of the
Schools Division Superintendent:

ARLYN B. LIM PhD
OIC-Assistant Schools Division Superintendent
Officer-In-Charge