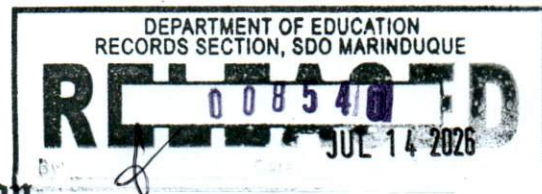




Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF MARINDUQUE



Office of the Schools Division Superintendent

MEMORANDUM

SGOD-2026-134

TO: Asst. Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public Elementary, Secondary and Integrated School Heads
All Others Concerned

FROM: **LYNN G. MENDOZA, EdD**
OIC, Schools Division Superintendent

SUBJECT: **DISSEMINATION OF DM-OUHRODI-2026-2259 TITLED PREPARATORY ACTIVITIES FOR THE ELECTRONIC SCHOOL FORM 7 (ESF7) FOR THE SCHOOL YEAR 2026-2027**

DATE: July 13, 2026

Attached is Regional Memorandum No. PPRD-2026-016 from Dr. Ronnie S. Mallari, CESO III, Director IV, Regional Director dated July 9, 2026, and DM-OUHRODI-2026-225 from Wilfredo E. Cabral, Undersecretary, Human Resource and Organizational Development and Infrastructure dated June 25, 2026, titled **Preparatory Activities for the Electronic School Form 7 (ESF7) for the School Year 2026-2027**.

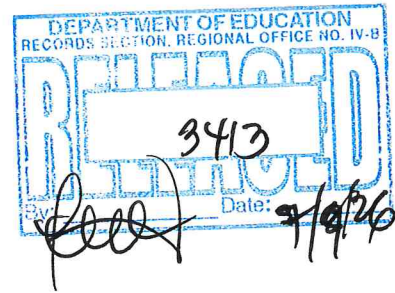
In view of this, all public elementary, secondary and integrated schools are directed to undertake the following preparatory activities:

- Prepare and finalize their class programs for SY 2026-2027 in accordance with existing policies on curriculum delivery, teaching assignments, and workload distribution; and
- Review and validate basic personnel profiles to facilitate encoding once the eSF7 facility becomes available.

Immediate dissemination of and strict compliance with the contents of this Memorandum are desired.



Republic of the Philippines
Department of Education
MIMAROPA REGION



Office of the Regional Director

REGIONAL MEMORANDUM
PPRD-2026-016

**TO : SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED**

FROM : RONNIE S. MALLARI, PhD, CESO III
Director IV
Regional Director

**SUBJECT : DISSEMINATION OF DM-OUHRODI-2026-2259 ON THE
PREPARATORY ACTIVITIES FOR THE ELECTRONIC SCHOOL
FORM 7 (ESF7) FOR THE SCHOOL YEAR 2026-2027**

DATE : JULY 09, 2026

For the information and guidance of all concerned, enclosed is a copy of **Memorandum DM-OUHRODI-2026-2259** dated June 25, 2026, titled "*Preparatory Activities for the Implementation of the Electronic School Form 7 (ESF7) for School Year 2026-2027.*"

Immediate dissemination of and strict compliance with this Memorandum is desired.

PPRD/JMB



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Republika ng Pilipinas

Department of Education

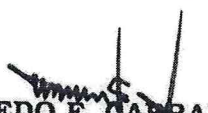
OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT AND INFRASTRUCTURE

MEMORANDUM

DM-OUHRODI-2026-2259

TO : REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
PUBLIC SCHOOLS DISTRICT SUPERVISORS
PUBLIC SCHOOL HEADS
ALL OTHERS CONCERNED

FROM :  **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development
and Infrastructure

SUBJECT : **PREPARATORY ACTIVITIES FOR THE IMPLEMENTATION OF
THE ELECTRONIC SCHOOL FORM 7 (ESF7) FOR SCHOOL
YEAR 2026-2027**

DATE : 25 June 2026

Pursuant to DepEd Order No. 004, s. 2014, and DepEd Memorandum No. 52, s. 2023, the Department of Education (DepEd) shall continue the implementation of the Electronic School Form 7 (eSF7) for School Year (SY) 2026-2027 to support the collection and analysis of school-level personnel and assignment data for planning, policy development, and decision-making.

In support of the continuing implementation of eSF7, the Department is enhancing the digital facility that will be used for collecting, validating, and consolidating School Form 7 data. To ensure readiness for the implementation of the eSF7 for SY 2026-2027, all public schools and concerned offices are directed to undertake the necessary preparatory activities, particularly the preparation and validation of class programs, in accordance with existing policies, standards, and guidelines on curriculum delivery, teaching assignments, and teacher workload.

Accordingly, all concerned shall undertake the following preparatory activities:

- **All Public Elementary and Secondary Schools**
 - Prepare and finalize their class programs for SY 2026-2027 in accordance with existing policies on curriculum delivery, teaching assignments, and workload distribution;

- Review and validate basic personnel profiles to facilitate encoding once the eSF7 facility becomes available.
- **Schools Division Offices (SDOs)**
 - Provide technical assistance and oversight to schools in the preparation and validation of class programs; and
 - Ensure compliance with existing policies and standards governing curriculum implementation, class organization, and teaching load distribution.
- **Regional Offices (ROs)**
 - Ensure proper dissemination of this Memorandum and provide the necessary guidance to SDOs regarding its implementation; and
 - Monitor the readiness and compliance of SDOs.

A separate issuance shall be released upon the availability of the eSF7 digital facility to outline the implementation guidelines for SY 2026–2027. Consequently, the process flow and timelines prescribed under **DM-OUHROD-2024-1436**, titled **General Process Flow for eSF7 Data Gathering and Report Generation**, shall be updated accordingly.

For any clarification, you may contact **Mx. Ann Lazaro** of the Bureau of Human Resource and Organizational Development – School Effectiveness Division (BHROD-SED) at (02) 8633-5397 or via email at bhrod.sed@deped.gov.ph.

Copy furnished:

Office of the Secretary
Office of the Undersecretary for Field Operations

[BHROD-SED/Lazaro]



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Effectivity	03.23.23	Page	2 of 2

