



Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

Office of the Schools Division Superintendent

Division Advisory No. 138, s. 2023
September 27, 2023

APPROVED - EQUIVALENT RECORD FORM (ERF)

The following are the approved **Equivalent Record Form (ERF) for Reclassification of Position** as of September 22 & 26, 2023, of both Elementary and Secondary Teachers for return/ready to claim at the Records Section, Division of Bohol. It is requested that the approved Teacher-III promptly comply with the following papers enclosed in a white folder and submit them to this Office upon receipt of the documents as listed below.

1. Approved ERF - 2 copies, 1 original & 1 certified true copy
2. Updated Service Record - 1 certified true copy
3. Latest Payslip - 1 certified true copy
4. Updated/Approved Plantilla - 1 certified true copy
5. Latest Appointment - 1 certified true copy

All photocopies must be duly certified at the Record Section, Division Office. Please bring along all the original copies in a separate folder except **ERF**.

Whereas, for the Master Teacher's compliance kindly refer to the specified requirements attached in your folder.

NO.	DISTRICT/SCHOOL	TEACHER'S NAME	POSITION
1	Balilihan	Katrina Fe L. Tejano	T1-T3
2	Balilihan	Stella C. Caaco	T1-T3
3	Calape	Trefina M. Virador	T1 - T3
4	Candijay	Marife M. Polinar	T1-T3
5	Carmen 1	Mary Ann B. Canino	T1 - T3
6	Corella NHS	Eutemio G. Biloy	T3 - MT1
7	Mahanay HS, Talibon II	Melanie A. Cutillas	T1 - T3
8	Union NHS, Ubay	Helen D. Tañeza	T1-T3

For your information and guidance. Thank you.

EVANGEL M. LUMINARIAS PhD, CESO V
Schools Division Superintendent

SDS/ASDS/Administrative/JSA/mtb



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