



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA

DEPARTMENT OF EDUCATION
SDO-Iriga City RECORDS
25 AUG 2026
CTRL No.: 2026-08-437 y.

August 24, 2026

DIVISION MEMORANDUM

No. 437, s. 2026

**SUBMISSION OF UPDATED LIST OF NAMES, CONTACT INFORMATION,
AND SPECIMEN SIGNATURE OF SCHOOL HEADS**

TO: Assistant Schools Division Superintendent
OIC-Public Schools District Supervisors & Secondary Lead Principal
Elementary and Secondary School Heads
All others concerned

1. Relative to Regional Memorandum No. 01001, s. 2026 re: Submission of the Updated List of Names and Specimen Signature of School Heads for SY 2026-2027 per DepEd Order No. 48, s. 2017, all Elementary and Secondary School Heads are requested to review and update their information if there are changes in designation, contact details, and specimen signature in the google sheet link/QR code provided hereunder, not later than August 31, 2026:

<https://tinyurl.com/2vs9c5ks>



2. For questions or concerns regarding the updating process or uploading of specimen signature, please coordinate with the Division Records Officer.

3. This Office complies with the Data Privacy Act of 2012. The specimen signatures and information will be treated with utmost confidentiality and shall be used only in the processing of Certification, Authentication, and Verification (CAV) of Basic School Records.

4. For information and compliance.

MARIA-MAGNOLIA F. BRIOSO
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent



**IRIGA
SPRINGS**

Sa Serbisyang Tapat at Maagap,
Edukasyon ang Dekalidad!



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