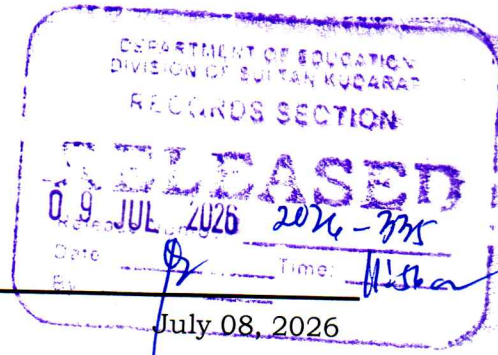




Republic of the Philippines  
**Department of Education**  
 REGION XII  
 DIVISION OF SULTAN KUDARAT



DIVISION MEMORANDUM  
 OSDS-PS No. **137** 2026

Nº .

**SUBMISSION OF PERTINENT DOCUMENTS FOR APPOINTMENT**

To: Assistant Schools Division Superintendent  
 Chiefs of the Functional Divisions  
 Public Schools District Supervisors/ Principals In-Charge  
 Public Elementary and Secondary School Heads  
 Concerned Appointees  
 This Division

1. This Office requests the appointees to submit their pertinent documents for appointment not later than **July 20, 2026**.

NONTEACHING		
<b>CRIZILYN G. LILOC</b>	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	MALIGAYA NHS
<b>JUNNA MARIE A. MARQUEZ</b>	ADMINISTRATIVE OFFICER II (ADMINISTRATIVE OFFICER I)	TINONGGOS ES

- The appointees can access all the necessary forms through their respective Administrative Officer II or via this link: <https://tinyurl.com/33hswa5e>.
- Concerned Administrative Officers II are directed to assist the appointees and ensure that the documents/information provided are thoroughly reviewed.
- For your information and guidance.

**CRISPIN A. SOLIVEN JR., CESO V**  
 Schools Division Superintendent

Enclosure: None

Reference: None

To be indicated in the Perpetual Index under the following subjects  
 APPOINTMENT DOCUMENTS SUBMISSION  
 HBA/OSDS/DM-Submission of Pertinent Documents for Appointment/ July 08, 2026



Address: Kenram, Isulan, Sultan Kudarat  
 Telephone No.: (064) 471 1007  
 Website: <https://divisionsk.org>