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

DEPARTMENT OF EDUCATION
DIVISION OF SULTAN KUDARAT
RECORDS SECTION
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November 3, 2026

DIVISION MEMORANDUM
OSDS-PS No. 236, s. 2026

SUBMISSION OF PERTINENT DOCUMENTS FOR APPOINTMENT

To: OIC-Assistant Schools Division Superintendent
Chiefs of the Functional Divisions
Public Schools District Supervisors / Principals In-charge
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 **November 4, 2026.**

SCHOOL ADMINISTRATION	
RANILO R. MUNLAWIN	SCHOOL PRINCIPAL III
DEXTER V. ALBERTO	SCHOOL PRINCIPAL II
NONTEACHING	
ERWIN P. SOROYSOROY	ACCOUNTANT III

2. The appointees can access all the necessary forms through their respective Administrative Officers II or via this link: https://tinyurl.com/bdsjurt9

3. Concerned Administrative Officers II are directed to assist the appointees and ensure that the documents/information provided are thoroughly reviewed.

4. Immediate dissemination of this Memorandum is desired.

ROBERTO J. MONTERO, CESO V
Schools Division Superintendent

Enclosure: None
Reference: None

To be indicated in the Perpetual Index under the following subjects:

APPOINTMENT DOCUMENTS SUBMISSION

Address: Kenram, Isulan, Sultan Kudarat
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Email: depedsk.r12@deped.gov.ph