



Republic of the Philippines  
**Department of Education**  
SOCCSKSARGEN REGION  
SCHOOLS DIVISION OF SARANGANI

04 Jun 2025

**DIVISION MEMORANDUM**

No. **081**, s. 2025

**SUBMISSION OF ELECTRONIC SCHOOL FORM 7 (eSF7) FOR SY 2024–2025**

To: Public Schools District Supervisors  
Public Elementary and Secondary School Heads

1. This memorandum serves as a formal notice regarding the submission of **Electronic School Form 7 (ESF7)** for **School Year 2024–2025**. Kindly fill out and submit the required form through this link <https://bit.ly/eSF7sub>.
2. Please ensure that all information entered is accurate and complete before submission. Your prompt and proper compliance will help facilitate the timely preparation of personnel-related reports.
3. The deadline for submission is **June 5, 2025**. Should you have any concerns or require further assistance, please do not hesitate to contact Mr. Roel D. Balbareno, Administrative Officer IV- Human Resource Officer or Mr. Glen J. Gula, Administrative Officer II-Payroll In-charge.
4. Thank you for your continued support and cooperation.

  
**RUTH L. ESTACIO PhD, CESO V**  
Schools Division Superintendent

Encl.: N o n e

Reference: N o n e

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

FORMS

RDB/OSDS-PU/DM – submission of electronic school form 7 (esf7) for sy 2024–2025  
0479/June 3, 2025