



Republic of the Philippines
DEPARTMENT OF EDUCATION
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
Upper Session Road, Military Cut-Off, Baguio City



DIVISION MEMORANDUM

No.: 125, Series of 2016

RECEIVED DIVISION OF
BAGUIO CITY
APR 15 2016
RELEASED

To : All Division Chiefs
Education Program Supervisors
Public Schools District Supervisors
Schools Division Office Personnel
Public Elementary and Secondary School Heads
Public Elementary and Secondary School Head Teachers
Public Elementary and Secondary School Teachers
Administrative Officers
Non – Teaching Personnel
All others concerned.

From :  **FRANCIS CESAR B. BRINGAS, CESO VI**
Schools Division Superintendent

Subject : **SIGNING AUTHORITY FOR EQUIVALENT RECORD FORMS (ERF)**

Date : 04 April 2016

01. In the exigency of the service and in view of my designation as Officer – In – Charge, Office of the Assistant Regional Director for DepEd – CAR in concurrent capacity as the Schools Division Superintendent of this Division, **AUGUSTIN P. LABAN III**, Attorney III, OIC, Assistant Schools Division Superintendent, shall now sign and recommend approval of the Equivalent Record Forms (ERF) of all qualified teachers in the Division for and in behalf of the Schools Division Superintendent.

02. Immediate and widest dissemination is enjoined.