



Republic of the Philippines
Department of Education

REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

30 January 2025

DIVISION MEMORANDUM
No. 080 s. 2025

**NEW DEADLINE ON THE ACCOMPLISHMENT AND SUBMISSION OF THE
REVISED ELECTRONIC SCHOOL FORM 7 (eSF7) TOOL
FOR THE SCHOOL YEAR 2024-2025**


To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
School-Based Administrative Officers
All Others Concerned

1. With reference to the **Department of Education Memorandum DM-OUHROD-2024-3470** dated **04 December 2024** and Division Memorandum **DM NO. 852, s. 2024**, this Office announces the new deadline for the submission and accomplishment of **eSF7 for SY 2024-2025**, on **February 7, 2025**.
2. To access the eSF7 package including the revised tool, please visit the link <https://bit.ly/eSF7>. All concerned personnel must read the eSF7 User Manual carefully before navigating and/or completing the school form.
3. For queries and concerns you may contact Ms. Marife R. Lagar, Planning Officer III through the email address marife.lagar@deped.gov.ph.
4. Immediate dissemination of this Memorandum is desired.

For:

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

By:


CONRADO C. GABARDA
Administrative Officer V
Officer-in-Charge

Encl.: None

Reference: DepEd Order No. 22 s. 2024

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

**NEW DEADLINE
SUBMISSION**

SGOD – new deadline on the accomplishment and submission of the revised electronic school form 7 (esf7) tool for the school year 2024-2025

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