



Republic of the Philippines
Department of Education
Region 4-A CALABARZON
Province of Quezon
CITY SCHOOLS DIVISION
City of Tayabas



DIVISION NUMBERED MEMORANDUM

NO. 256 s. 2017

**TO: ELEMENTARY AND SECONDARY SCHOOL HEADS
ALL ICT COORDINATORS
ALL OTHERS CONCERNED**

FROM: CATHERINE P. TALAVERA, Ph.D.
OIC – Schools Division Superintendent

DATE: September 14, 2017

SUBJECT: eHRIS Completion of Data Encoding

In connection with the completion of data encoding in eHRIS, All ICT School Coordinators are required to complete data 100% on or before September 25, 2017. We have only three (3) days to accomplish it. As of now we have only 5 schools completed their data. For the schools who not yet complete their data please report to Tayabas East Central School III covered court from Sept. 18, 19 & 20, 2017 at 8:00 AM to 5:00 PM...

For your 100% compliance.

