



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

20 Oct 2020

DIVISION MEMORANDUM
No. 248, s. 2020

**SUBMISSION OF A COPY OF THE UPDATED AND VALID LICENSE ISSUED BY
THE PROFESSIONAL REGULATION COMMISSION (PRC)**

To: **Asst. Schools Division Superintendent**
Chief CID, SGOD
PSDS, Education Program Supervisors
All Public Elementary & Secondary School Heads
All Others Concerned
This Division

1. This is to reiterate Division Memorandum 134, s. 2020 requesting the submission of *Report on Validity of Professional Regulation Commission (PRC) License with enclosed copy of the updated and valid PRC Licenses*. It has been observed that some schools, despite follow-ups made by this Office, have not submitted a copy of the updated and valid PRC license of teachers.
2. Schools which have not yet submitted or may have submitted but with deficiencies, are hereby reminded again to submit a copy of the updated and valid PRC License of all teachers, to the Personnel Unit c/o Ms. Rosa Maria M. Rebusto, on or before **October 23, 2020**. You may send a copy of your report and the PRC licenses via email to rosamaria.rebusto@deped.gov.ph.
3. All are reminded that practicing your profession without an updated license is punishable by law. Should you need assistance in the renewal of your PRC License, you may contact Ms. Rosa Maria M. Rebusto of the Personnel Unit.
4. Schools who have already complied may disregard this memorandum.
5. For information, guidance and strict compliance.


OLGA C. ALONSABE

Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

To be indicated in the Perpetual Index
Under the following subjects:
ELIGIBILITY RECORDS

OSDS/AMA



Address: Zone 3, Poblacion, El Salvador City | Tel. No. (088) 555-0475
Website: www.depedelsalvadorcity.net | Email: elsavador.city@deped.gov.ph



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

22 June 2020

DIVISION MEMORANDUM
No. 104, s. 2020

**SUBMISSION OF REPORT ON VALIDITY OF
PROFESSIONAL REGULATION COMMISSION (PRC) LICENSE**

To: **Asst. Schools Division Superintendent**
Chief CID, SGOD
PSDS, Education Program Supervisors
Section Heads
All Public Elementary & Secondary School Heads
All Others Concerned
This Division

1. All Schools are reminded on the submission of updated report relative to the validity of teachers' PRC License. Prescribed template of the report is as follows:

Name of Employee	PRC License Number	Date of Validity (valid until)
Juana L. Cruz	1234567	22-June-2021
Mae Y. Lim	7654321	24-September-2020

2. The report shall enlist all employees in an alphabetical order, per *First Name*. A copy of the PRC License of the employees must be enclosed with the report, arranged in the same order as the list.
3. The said report must be submitted to the Division Office c/o the Personnel Office on or before **June 30, 2020**.
4. For information, guidance and compliance.

OLGA C. ALONSABE
Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

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

EMPLOYEES

OSDS/AMA



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