



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




21 Jan 2024

DIVISION MEMORANDUM
No. 078, s. 2024

ADDENDUM TO DIVISION MEMORANDUM NO. 34, S. 2024 ON THE NUMBER OF EXPECTED PARTICIPANTS TO THE ORIENTATION ON THE ACCOMPLISHMENT OF THE PERSONAL DATA SHEET AND SALN

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

1. This is to inform the participants to bring with them a sample printout of their SALN and PDS during the orientation. Participants may download the soft copy of the SALN and PDS forms, including the guide in filling out the form, from the Division Website (<https://depedelsalvadorcity.net/>) under Downloadable Forms.
2. Also, attached to this memorandum is the updated list of participants to this reorientation.
3. All are reminded that this Office adheres to Equal Opportunity Principle (EOP) in reviewing the SALN, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
4. For information, guidance and compliance.


RANDOLPH B. TORTOLA
Schools Division Superintendent *fm*

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

EMPLOYEES FORM POLICY PROCEDURE



Address: Zone 3, Poblacion, El Salvador City
Telephone No: (088) 882 6326
Website: www.depedelsalvadorcity.net
Email Address: elsalvador.city@deped.gov.ph

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Enclosure 1 to Division Memorandum No. 074, s. 2024

LIST OF EXPECTED PARTICIPANTS TO THE ORIENTATION ON HOW TO ACCOMPLISH THE PERSONAL DATA SHEET (PDS) AND STATEMENT OF ASSETS, LIABILITIES AND NET WORTH (SALN)

Station/ Office	No. of participant/s	
	School Head/ SIC/ Section Head	Master Teacher OR Teacher/ Staff
Amoros ES	1	1
Badiangon ES	1	None
Bolisong ES	1	1
Cogon ES	1	1
El Salvador City CS	1	2
Himaya ES	1	1
Hinigdaan ES	1	1
Kalabaylabay IS	1	2
Kibonbon ES	1	1
Molugan CS	1	2
Pedro Sa. Baculio ES	1	1
Sambulawan ES	1	1
San Francisco de Asis ES	1	1
Sinaloc ES	1	1
Taytay ES	1	1
Ulaliman ES	1	1
Cogon NHS	2	2
El Salvador City NHS	2	2
Himaya NHS	1	2
Hinigdaan NHS	1	2
Molugan NHS	1	2
San Francisco de Asis NHS	1	1
Sambulawan NHS	1	1
Sinaloc NHS	1	1
Division Office Personnel	5	5
Total	31	36



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