



Republic of the Philippines  
**Department of Education**  
REGION VIII  
SCHOOLS DIVISION OF NORTHERN SAMAR

**Office of the Schools Division Superintendent**

February 26, 2024

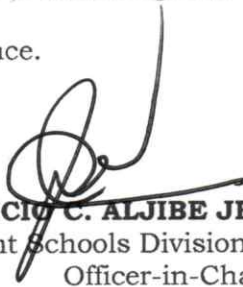
DIVISION MEMORANDUM

No. 064 s, 2024

**SUBMISSION OF UPDATED PERSONAL DATA SHEET (PDS)  
(CS Form No. 212, Revised 2017)**

To: Assistant Schools Division Superintendent  
Chiefs, Functional Division  
Office/Unit Heads  
District Supervisors  
School Heads  
Administrative Officer II  
All other concerned

1. For purposes of updating our record in the 201 File of this Division, all permanent employees are required to submit properly accomplished, updated, and notarized Personal Data Sheet (CS Form No. 212, Revised 2017) to the Division Human Resource Management Office (HRMO) thru District Administrative Officer II **on or before April 8, 2024**.
2. Doctors, Dentists, Nurses, Teachers, and all other licensed professionals who are required to renew their respective licenses with the Professional Regulations Commission (PRC) are advised to attach a copy of said renewed license and updated Service Record to their respective PDS submission.
3. For information and strict compliance.

  
**GAUDENCIO C. ALJIBE JR. PhD., CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

DepEd Northern Samar

**RELEASED**

By: 

Date: 2-27-24 8:41



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