



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City
City Hall Compound, Dagupan Centro, Tabuk City



Division Memorandum No. 62, s. 2019

TO : CID
SGOD
OSDS
SHS
gm

FROM : BENEDICTA B. GAMATERO
OIC-Schools Division Superintendent

DATE : April 2, 2019

SUBJECT : EHRIS AND SERVICE RECORD UPDATING

1. In preparation for the migration of the EHRIS to the new system, we are mandated to update the existing information to facilitate data entry in the new system.
2. In this regard, may we request the following personnel to join the orientation and encoding at Davidson Hotel on April 15-17, 2019.

Shakey Martinez	Allan Dumalsin	Shannel Barcellano
Rochelle Sanga	Roscel Lingbawan	Thelma Bonilla
Haydee Liza Dubla	Warren Parungao	Joan Banggawan
Marry Claire Moscoso	Agustina Bangit	Joey Dela Cruz
Ramil Tugas	Olivia Alngag	Rhovelyn Pittong
Marie Michelle Sarol	Rubelyn Calventas	Femmalyn Mejia
Julie Ann Masubay	Dagson Victoria	Valerie Bandoc
Jemimah Maunay	Bernadette Belandrez	Jingle Suyao
Marlyn Balais	Artici Rongquillo	Remalou Donglayan
Delilah Lozano	Jona Lang-ay	

3. The participants are requested to bring their laptop, pocket Wi-Fi or router and a copy (soft or hard) of the updated Personal Data Sheet (PDS) of all teaching and non-teaching personnel in their section/unit/school or area of assignment.
 4. For inquiries please approach the HRMO, Shakey Martinez
- For information and compliance.