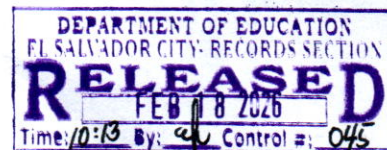




Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO  
**SCHOOLS DIVISION OF EL SALVADOR CITY**



16 Feb 2026

DIVISION MEMORANDUM  
No. 045, s. 2026

CORRIGENDUM TO DIVISION MEMORANDUM NO. 24, S. 2026 RE: "SUBMISSION OF THE PERSONAL DATA SHEET (PDS) AND THE STATEMENT OF ASSETS, LIABILITIES AND NETWORTH AS OF DECEMBER 31, 2025

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 field of the extension of submission of the Personal Data Sheet (PDS) and Statement of Assets, Liabilities and Net worth to **February 27, 2026**.
2. All are reminded that this Office adheres to Equal Opportunity Principle (EOP). Hence, all decisions and actions shall be based solely on guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
3. For information and compliance.

**RANDOLPH B. TORTOLA**  
Schools Division Superintendent

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



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Doc. Ref. Code	SDO-OSDS-F001	Rev	00
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