



Republic of the Philippines  
**Department of Education**  
REGION III  
SCHOOLS DIVISION OF BULACAN

September 26, 2023


**DIVISION MEMORANDUM**

No. *422* s. 2023

**SUBMISSION OF ELECTRONIC SCHOOL FORM 7 (Esf7)**

To: Asst. Schools Division Superintendents  
Division Chiefs  
Public Schools District Supervisors  
Elementary and Secondary School Heads  
And all others Concerned

1. Pursuant to DepEd memorandum # 52, s. 2023, otherwise known as Adoption of DepEd Electronic School Form 7 (eSF7) for all Public Elementary and Secondary Schools effective school year 2023-2024, this memorandum is issued for the schedule and venue of the submission of eSF7.
2. For the systematic submission of eSF7, all schools are directed to submit their DepEd Electronic School Form 7 (esf7) thru e-mail address [bulacan.planning.forms@deped.gov.ph](mailto:bulacan.planning.forms@deped.gov.ph). Kindly use this format "school\_id,schoolname,district" (ex. "104772bambanges-bulacan) as filename in submitting ESF7.
3. Electronic Submission is until Friday, October 13, 2023.
4. For clarifications, you may contact the Division SGOD Office thru the Division Planning Officer, Mr. Paulo Eduardo C. Cruz, Jr. or with Bureau of Human Resource and Organizational Division-School Effectiveness Division through e-mail at [bhrod.sed@deped.gov.ph](mailto:bhrod.sed@deped.gov.ph) or telephone number (02) 8633 5397.
5. Immediate dissemination of this memorandum is desired.

  
**NORMA P. ESTEBAN, Ed.D., CESO V**  
Schools Division Superintendent