



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

June 20, 2025

**REGIONAL MEMORANDUM**

No. **702** 2025

**REQUEST FOR E-COPIES OF THE APPROVED TEACHERS' PERMIT  
TO TEACH AND CURRENT TEACHING ASSIGNMENTS**

To: Schools Division Superintendents  
All Others Concerned

1. Attached is a Joint Memorandum OASF-2025-89 dated June 10, 2025 with the subject: **Request for E-Copies of the Approved Teachers' Permit to Teach and Current Teaching Assignments.**
2. The Schools Division Superintendents shall ensure compliance with the requested data through the link: <https://tinyurl.com/PTT-Submission-R8> on or before **June 25, 2025.**
3. Immediate dissemination of and strict compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO III**  
Regional Director

Enclosure: As stated

Reference: As stated

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

PERMIT TO TEACH

TEACHERS

AD-PS-EDR



Address: Government Center, Candahug, Palo, Leyte  
Telephone No.: (053) 832-5738  
Email Address: [region8@depd.gov.ph](mailto:region8@depd.gov.ph)  
Website: [region8.depd.gov.ph](http://region8.depd.gov.ph)





Republic of the Philippines  
**Department of Education**

DEPARTMENT OF EDUCATION  
**RECEIVED**  
RECORDS SECTION REGIONAL OFFICE NO. VIII  
DATE: 6-17-25  
TRACKING #: 5757 TIME: 9:48  
SIGNATURE: [Signature]

**JOINT MEMORANDUM**

OASF-2025-89  
June 10, 2025

OFFICE OF THE DIRECTOR III

Date and Time Received: 3:44

Signature: [Signature]

**TO :** **EVELYN R. FETALVERO**, Regional Director, DepEd RO VIII  
**SCHOOLS DIVISION SUPERINTENDENT**  
**SCHOOLS DIVISION OFFICES HR PERSONNEL**

**FROM :** **WILFREDO E. CABRAL**  
Undersecretary for Human Resource and Organizational Development

**ATTY. EDSON BYRON K. SY**  
Assistant Secretary  
Officer-in-Charge  
Office of the Undersecretary for Finance

**SUBJECT : REQUEST FOR E-COPIES OF THE APPROVED TEACHERS' PERMIT TO TEACH AND CURRENT TEACHING ASSIGNMENTS**

In our commitment to maintaining accurate and up-to-date records of all teaching personnel, and as part of our ongoing efforts to support educational institutions and professional development of educators while ensuring compliance with regulatory standards, this Office is formally requesting the Human Resource Personnel of the concerned Schools Division Offices to provide electronic copies of the **teacher's updated and approved Permit to Teach and current teaching assignments**.

This request is vital to ensure that all teachers had secured the authority to teach outside public school in compliance with established policies, which is essential for maintaining the integrity of our educational system.

The list of concerned teachers can be accessed via this link: <https://tinyurl.com/PTTRegionVIII>. Furthermore, please ensure that electronic copies are compiled into a **PDF file for each teacher**, adhering to the file naming convention:

- **SURNAME-REGION-PTT**  
Example: **DELACRUZ-REGIONII-PTT**

All submissions must be uploaded to this link: <https://tinyurl.com/PTT-Submission-R8> on or before **June 25, 2025**.

Should you have further queries and concerns, please contact **Mr. Ernest Robert A. Estologa**, Project Development Officer II of the Government Assistance and Subsidies Service (GASS) - Operations and Data Management Division (ODMD), at 8636-1620 or email [ernest.estologa@deped.gov.ph](mailto:ernest.estologa@deped.gov.ph).

*Copy Furnished:*

*Office of the Secretary*

REGION	SCHOOL ID	SCHOOL NAME	NAME	PLACE OF ASSIGNMENT(SCHOOL)
Region VIII	801294	Saint Mary&#39;s College of Catbalogan	AVILA, GENNY SOSITO	Division of Catbalogan City
Region VIII	801249	St. Joseph High School of Dagami, Inc.	EMBODO, JOEL BERTULFO	Division of Leyte - Granja-Kalinawan National High School
Region VIII	801283	Saint Anthony Academy	LAURE, ANNABEL ESPEJO	Division of Northern Samar - Vigo National High School
Region VIII	802626	Santo Ni&#223;a College of Ormoc	BAGAS, MARCO KIM DIXIMO	Division of Ormoc City - Valencia National High School (Cabrini Integrated High School)
Region VIII	801291	Saint Michael's High School	ARANDIA, JESSA ROSE TOMALE	Division of Samar
Region VIII	801295	Samar Colleges Inc.	BACCOL, APRIL PAULINE ESPARES	Division of Samar