



Republic of the Philippines
Department of Education
 REGION I



REGIONAL MEMORANDUM

No. 215, s. 2025

**VALIDATION OF THE 2024 APPROVED EQUIVALENTS RECORD FORM,
 RECLASSIFICATION, AND CONVERSION OF POSITIONS**

To: **All Schools Division Superintendents**

1. In preparation of the upcoming implementation of the approved Equivalents Record Forms (ERFs), Reclassification, and Conversion of Positions, this Office respectfully requests to validate the 2024 List of the said approved requests, and to kindly indicate those who are already promoted through natural vacancies to avoid reversion of item numbers. This way, it facilitates the implementation process subject to the order of prioritization – First In, First Out or First Approved, First Implemented Rule of this Office.

2. The links of the 2024 approved ERFs, Reclassification and Conversion of Positions can be accessed at bit.ly/2024VALIDATEDERFS, and bit.ly/2024VALIDATEDRECLASS, for reference and validation. Deadline of the validation will be **on or before February 14, 2025**.

3. For information, guidance and strict compliance.

TOLENTINO G. AQUINO
 Regional Director

Encl.: None
 Reference: None

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

LIST

REPORTS

TEACHERS

AD-PS/hfa/RM_Validationof2024ApprovedERFs,Reclass&Conversion

February 10, 2025



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Effectivity	11.18.2024	Page	1 of 1

