



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
**Office of the Schools Governance and Operations Division**  
Capitol Area, Dumaguete City  
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February 26, 2018



**DIVISION MEMORANDUM**

No. 131 s. 2018

**SUBMISSION OF DATA ON ACADEMIC QUALIFICATIONS OF PUBLIC ELEMENTARY & SECONDARY TEACHERS & PRINCIPALS**

To: Chiefs, CID & SGOD  
Division Education Supervisors & Division Coordinators  
Education Program Specialists  
District Supervisors/District In-Charge  
All Elementary and Secondary School Heads  
All Others Concerned

1. In connection with the crafting of the Division Education Development Plan (DEDP), this office needs data on the Academic Qualifications of Public Elementary and Secondary Teachers & Principals.
2. School Heads are directed to accomplish the attached template in soft and hard copies, then submit to district office for consolidation of data.
3. Districts on the other hand, should collate and consolidate the accomplished template from school heads and should submit complete data as a district. Soft copy should be in **EXCEL FORM** and email to [iryllmae.macahig@deped.gov.ph](mailto:iryllmae.macahig@deped.gov.ph). Hard copies should be properly endorsed by the Public Schools District Supervisor/ District In-Charge.
4. Deadline of submission will be on **March 6, 2018**.
5. For the information and guidance of all concerned.

  
SALUSTIANO T. JIMENEZ, CESO VI  
OIC- Office of the Assistant Regional Director  
Concurrent, Schools Division Superintendent 

STJ/rbp/imsm2018

Be One of Us! Be Counted. Let's Practice  
 **W.A.T.C.H.** |  
We Advocate Time Consciousness and Honesty  
26 FEB 2018  




### ACADEMIC QUALIFICATIONS OF PUBLIC ELEMENTARY & SECONDARY TEACHERS AND PRINCIPALS

DISTRICT: \_\_\_\_\_

SCHOOL: \_\_\_\_\_

NAME OF SCHOOL HEAD: \_\_\_\_\_

SCHOOL ID \_\_\_\_\_ ( ) ELEMENTARY ( ) SECONDARY ( ) SENIOR HS

CONTACT NUMBER OF SCHOOL HEAD: \_\_\_\_\_

LAST NAME	FIRST NAME	MIDDLE NAME	GENDER (MALE/ FEMALE)	CIVIL STATUS	RESIDENTIAL ADDRESS	DATE HIRED (M/D/YEAR)	POSITION TITLE (TEACHER/ SCH. HEAD)	EDUCATIONAL BACKGROUND					
								BACCALAUREATE DEGREE		GRADUATE STUDIES			
								BACCALAUREATE DEGREE	MAJOR	MASTERAL		DOCTORAL	
										UNITS EARNED	DATE GRADUATED	UNITS EARNED	DATE GRADUATED

VERIFIED & ENDORSED BY: \_\_\_\_\_

PSDS/DIC