



DEPARTMENT OF EDUCATION
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY
Purok 6, Casisang, Malaybalay City



Telefax: 088 - 314 - 0094 email: depedmalaybalay@gmail.com

DIVISION MEMORANDUM


No. 709 s. 2016

TO: Chief/ Education Program Supervisors and Staff, SGOD and CID
Public Elementary and Secondary School Heads
Concerned Master Teachers
All other concern
This Division

FROM: 
EDILBERTO L. OPLENARIA, CESO VI
OIC- Schools Division Superintendent

DATE: December 28, 2016

SUBJECT: SUBMISSION OF THE NUMBER OF TEACHER PER SCHOOL PER DISTRICT FOR THE 2016 YEAR END PROFILING

2016-15-409
Deped-MALAYBALAY CITY
RELEASED
Date: DEC 29 2016 Time: 11:20
By: 

1. For the information and guidance of all concerned, this Office hereby directs all School Heads of both Elementary and Secondary levels within the Division of Malaybalay City to submit the number of teachers with their ranks indicated per school.
2. The submitted teacher's profile per school per district will be use for updating of the Division teaching personnel planning and profiling purposes.
3. All District Supervisors shall facilitate the submission of the number teaching force within their district and will submit the consolidated report to the Division Office via email @ vincent2016sanmiguel@gmail.com on or before January 3, 2017.
4. Immediate and wide dissemination of this memorandum is Highly desired.
5. Enclosed in the suggested format.

Encl:
As stated
Copy furnished:
Records Unit

To be posted on the website.

