MEMORANDUM

TO : OIC – Assistant Schools Division Superintendent
    Chief Education Supervisor - SGOD
    OIC Chief Education Supervisor– CID
    Education Program Supervisors
    Public Schools District Supervisors
    Concerned Elementary Secondary School Heads
    All Others Concerned

FROM : DR. ROMMEL C. BAUTISTA, CESO V
       Schools Division Superintendent

SUBJECT : RE: ESTABLISHMENT OF DATABASE OF LEARNER PER JOB GROUP FOR VARIOUS NEAP LEARNING DEVELOPMENT PROGRAMS

DATE : March 18, 2019

DepEd Central Office aimed to establish a Database of Learners per Job Groups for Various NEAP Learning and Development Programs.

Relative to this, please submit a softcopy of Learning and Development Participants’ Profile using the attached template for the following job groups, Attention: Personnel Unit, on or before March 20, 2019.

1. Teachers
2. Master Teachers
3. Head Teachers
4. School Heads
5. Education Program Supervisors
6. Senior Education Program Specialist
7. Division Chiefs

For immediate dissemination and compliance.
<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name</th>
<th>2G Ex. (MM/YY)</th>
<th>2G NSD (MM/DD/YY)</th>
<th>4th Grade</th>
<th>Age</th>
<th>Highest Educational Attainment</th>
<th>Email Address</th>
<th>前十职位</th>
<th>Years in the Position</th>
<th>Promotion</th>
<th>Colleague</th>
<th>1/2 Terms in the</th>
<th>1/2 Terms in District</th>
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Prepared By:  
Signature/Printed Name:  
Designation:  
Date of Submission:  

Reviewed By:  
Signature/Printed Name:  

Approved By:  
Signature/Printed Name:  
Date:  

Department of Education  
Republic of the Philippines