



Republic of the Philippines
Department of Education
 Region V
 Schools Division of Sorsogon

February 23, 2021

DIVISION MEMORANDUM

No. 31, s. 2020

SUBMISSION OF LIST OF TEACHERS AND UPDATED DATA DISTRICT BULLETIN

TO: Public Schools District Supervisors
 OIC – Public Schools District Supervisors
 Elementary School Principals
 All Others Concerned

1. Please provide this office the updated Data District Bulletin using the format below:

Republic of the Philippines
Department of Education
 Region V
 SCHOOLS DIVISION OF SORSOGON

DATA DISTRICT BULLETIN
 District of _____

DISTRICT/ SCHOOL	SCHOOL PRINCIPAL				HEAD TEACHER			MASTER TEACHER		TEACHER			TOTAL
	IV	III	II	I	III	II	I	II	I	III	II	I	
Sulong ES				1					1	2	2	5	11
Sidlak ES							1				1	3	5
													0
													0
													0
													0
													0
													0
													0
													0
TOTAL	0	0	0	1	0	0	1	0	1	2	3	8	16

Certified Correct:

PUBLIC SCHOOLS DISTRICT SUPERVISOR Noted:

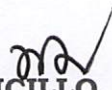
JOSE L. DONCILLO, CESO V
 Schools Division Superintendent





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2. The excel file can be downloaded at depedsorsogon.com.ph under **Issuances** drop down menu and **Forms** tab.
3. The list of teachers must also be in excel format and should indicate the **name of every teacher per school** within the district with their corresponding **position title** and **unique plantilla item number**.
4. The updated data will be used to compute if there are still available slots for reclassification to Master Teachers I and II per district.
5. It is reiterated however as discussed during the ManCom Meeting last January 25-27, 2021 that the **old districting** (which is still the data reflecting in our Enhanced Basic Education Information System (EBEIS)) shall be used in gathering the updated Data District Bulletin.
6. The deadline of submission is on March 5, 2021.
7. For information and compliance.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent 