



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City



November 23, 2017


DIVISION MEMORANDUM

NO. §15, S. 2017

SUBMISSION OF NAMES/LIST OF TEACHERS HIRED UNDER THE “SA PINAS IKAW ANG MA’AM AT SIR (SPIMS) PROGRAM, DOST SCHOLARSHIP PROGRAM and 4P’s PROGRAM OF DSWD

**TO: Assistant Superintendents
Chiefs/Education Program Supervisors/SEPS/EPS IIs/Coordinators
Public Schools District Supervisors (PSDSs)/OICs
Schools Heads (Elementary/Secondary/Integrated)
All Others Concerned**

1. The **Office** hereby requires all **Public Schools District Supervisors (PSDSs)/OICs** to submit the list of names of teachers who were hired by the DIVISION under the “SA PINAS IKAW ANG MA’AM AT SIR (SPIMS) PROGRAM, DOST SCHOLARSHIP PROGRAM GRADUATES and 4P’s PROGRAM GRADUATES OF DSWD on or before **November 29, 2017**.
2. The **LEARNING & DEVELOPMENT** Section of the Division is planning to design a training program for these group/s of teachers in the future, in this regard the actual names and number of teachers in each group are needed in order to determine the actual costing of this learning event.
3. Please see attached sample format/template. The names of the teachers in each group must be encoded separately in alphabetical order. The names must also be encoded separately for elementary and secondary/high school levels. For time efficiency, the documents/data needed must be submitted via email at v_ybanez@yahoo.com. Please submit the **names/file in Excel format (sample attached)** on the date stipulated above.
4. **Wide dissemination of and strict compliance of this Memorandum is hereby directed.**


RHEA MAR A. ANGTUD, Ed.D., CESO VI
Schools Division Superintendent

Enclosure to Div. Memo # _____

Sample Template (can be converted into a landscape format)

Date

LIST OF TEACHERS HIRED UNDER THE SPIMS PROGRAM (PINAS)
District of _____

Family Name	First Name	Middle Initial	Number of Years Working Abroad	School & Address	Contact No.	Date Hired	Country where teacher worked before
Dela Cruz	Juan	V.	2	Dalaguete CES, Dalaguete, Cebu	09678968011	12/20/2016	Dubai
Do	John	C.	3	Casay NHS, Dalaguete, Cebu	09785626881	5/25/17	Singapore

Name of District Supervisor/OIC
Contact/Cellphone No. _____

Sample Template

 Date

LIST OF TEACHERS HIRED UNDER THE DOST SCHOLARSHIP PROGRAM
District of _____

Family Name	First Name	MI	Field of Specialization	Subjects Taught	Date Hired	College/Univ. Graduated	School & Address	Teacher's Contact No.
1. Dela Cruz	Juan	V.	Biology	Chemistry, Physics	8/30/16	USJR	Dalaguete NHS, Dalaguete, Cebu	09678968011

 Name of District Supervisor/OIC
 Contact/Cellphone No. _____

Sample Template (can be converted into a landscape format)

Date _____

LIST OF TEACHERS HIRED UNDER THE 4Ps PROGRAM OF DSWD
District of _____

Family Name	First Name	Middle Initial	College/University Graduated	School & Address	Contact No.	Date Hired	Teacher's Residence/Address
Dela Cruz	Juan	V.	USC	Dalaguete CES, Dalaguete, Cebu	09678968011	12/20/2016	Poblacion, Dalaguete, Cebu
Do	John	C.	CTU	Casay NHS, Dalaguete, Cebu	09785626881	5/25/2017	Talaga, Argao, Cebu

Name of District Supervisor/OIC
Contact/Cellphone No. _____