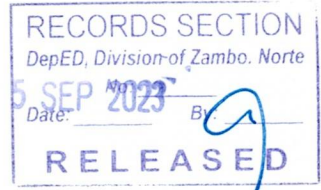




Republic of the Philippines
Department of Education
REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Office of the Schools Division Superintendent

September 15, 2023

Division Memorandum
No. 418, s. 2023

SUBMISSION OF UPDATED DISTRICT DATA BULLETIN

TO: Public Schools District Supervisors
School Principal/School Heads
Section/ Unit Heads
All Concerned

1. The Schools Division of Zamboanga del Norte in its aim to provide quality service to its stakeholders recognizes the importance and urgency of updating its personnel records with accurate and detailed information. The Division also recognizes the need for an accurate and complete district data bulletin for filling up of positions.
2. In view of this, PSDSs and School Heads of secondary schools are required to submit the District Data Bulletin that includes the List of Master Teachers per school with corresponding number of teachers being mentored by each MT. For secondary schools, it is necessary to submit the list of MTs per major subject area. It is advised to submit the hard copies to the Personnel Section and a scanned copy to marylynne.bayron001@deped.gov.ph not later than **September 30, 2023**. The succeeding submission of the updated district data bulletin report will then be quarterly. (Refer to Enclosure No. 1 and 2 for the templates that needs to be followed)
3. For any queries or clarifications, you may call at 09108660158 and connect to Personnel Section, email us at zn.division@deped.gov.ph, or thru the online helpdesk at depedzn.net/helpdesk.
4. Immediate dissemination and compliance of this memorandum is desired.

ROY C. TUBALLA EMD, JD, CESO VI
Schools Division Superintendent

Encl: Aps stated

PERSONNEL/brg/DM- SubmissionofDistrictDataBulletin
00073-2023/ 09152023



Address: Capitol Drive, Estaka, Dipolog City 7100

Email: zn.division@deped.gov.ph

FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843

Website: www.depedzn.net



Republic of the Philippines
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SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Enclosure No. 1

DISTRICT DATA BULLETIN
(School/District)

(NOTE: Please update the employee's data in the Personnel Tracking System before you generate and print the District Data Bulletin).

Prepared by:

(Signature over printed name)

Recommending Approval:

MARYLYNNE B. BAYRON
HRMO/ Administrative Officer IV

Noted by:

ROY C. TUBALLA EMD, JD, CESO VI
Schools Division Superintendent





Republic of the Philippines

Department of Education

REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Enclosure No. 2 (Template)

ATTACHMENT TO DISTRICT DATA BULLETIN REPORT
(School/District)

S/N	Name of Master Teacher	School/District	No. of Teachers Mentored	Major Subject Area

S/N	Names of Teachers mentored	School	Subject Area	Name of Mentor (MT)

Prepared by:

(Signature over printed name)

Recommending Approval:

MARYLYNNE B. BAYRON

HRMO/ Administrative Officer IV

Noted by:

ROY C. TUBALLA EMD, JD, CESO VI

Schools Division Superintendent



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