



Republic of the Philippines  
 Department of Education  
 Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**



Division Memo No. 44, s. 2021

To : Public Schools District Supervisors  
 Principal In-charge of the Districts  
 School Heads  
 All others concerned

From :  MA. LIZAR TABILON, CESO V  
 Schools Division Superintendent

Subject: Collection of the School Personnel Profile (SPP)

Date : February 08, 2021

1. Decision-making in our data driven world by necessity should be evidence-based. The Schools Division of Zamboanga del Norte, in its adherence to evidence-based decision-making directs the collection of the *School Personnel Profile (SPP)*.
2. The School Personnel Profile (SPP) shall be collected through an SPP Form. The SPP Form shall be filled by the school and to be submitted to the District Office for consolidation. The consolidated SPP, in soft copy, shall be forwarded to the Division Planning and Research Office.
3. The consolidated SPP shall be updated quarterly. The deadline for the submission for the 1<sup>st</sup> quarter shall be on February 18, 2021 to be emailed to [zn.planning@deped.gov.ph](mailto:zn.planning@deped.gov.ph)
4. Attached herewith is the hard copy of the SPP Form. An electronic copy in Excel will be sent to the PSDS INFO Facebook Group Chat. For information and clarification please contact:
  - LEONIDO A. PAMPILO, JR.      0931 718 9580
  - GIPAREL B. ELUMBA          0917 114 8316 / 0948 904 1146
  - HAZEL J. RANJITH            0950 097 2540
5. For information, guidance and dissemination.

SGODP&Rgbe/Collection of SPP/DM-002-2021/02082021

N-avigating  
 O-pportunities to  
 R-e-engineer for  
 T-ransformation &  
 E-mpowerment



Capitol Drive, Estaka, Dipolog City, 7100  
 Tel No.: (065) 212-5843  
 e-mail address: zn.division@deped.gov.ph



"Be and Do Much Better Each Day  
 with a  
 Sense of Urgency"

**DISTRICT CONSOLIDATED SCHOOL PROFILE OF PERSONNEL - ELEMENTARY**

School ID	School	District	Name of School Head	Position	Contact Number	NUMBER OF PERSONNEL																																												
						TEACHER								MASTER TEACHER								HEAD TEACHER								PRINCIPAL																				
						T-1	T-11	T-III	SPET-I	SPET-II	SPET-III	MT-I	MT-II	MT-III	MT-I	MT-II	MT-III	MT-I	MT-II	MT-III	MT-I	HT-I	HT-II	HT-III	HT-IV	HT-V	P-I	P-II	P-III	P-IV																				
000000	School A	*****	*****	*****	*****																																													
000001	School B	*****	*****	*****	*****																																													
000002	School C	*****	*****	*****	*****																																													
000003	School D	*****	*****	*****	*****																																													
000004	School E	*****	*****	*****	*****																																													
000005	School F	*****	*****	*****	*****																																													
000006	School G	*****	*****	*****	*****																																													
000007	School H	*****	*****	*****	*****																																													
000008	School I	*****	*****	*****	*****																																													
000009	School J	*****	*****	*****	*****																																													
000010	School K	*****	*****	*****	*****																																													

Note: Submit the consolidated softcopy to [zn-planning@deped.gov.ph](mailto:zn-planning@deped.gov.ph)

Prepared by: \_\_\_\_\_

Certified Correct: \_\_\_\_\_

**SCHOOL PROFILE OF PERSONNEL - ELEMENTARY**

School ID	School	District	Name of School Head	Position	Contact Number	NUMBER OF PERSONNEL																																														
						TEACHER												MASTER TEACHER						HEAD TEACHER										PRINCIPAL																		
						REGULAR						SPET						REGULAR			SPET			REGULAR			SPET			HT-I			HT-II			HT-III			HT-IV			HT-V			P-I		P-II		P-III		P-IV	
						T-I	T-II	T-III	SPET-I	SPET-II	SPET-III	MT-I	MT-II	MT-III	MT-I	MT-II	MT-III	MT-I	MT-II	MT-III	HT-I	HT-II	HT-III	HT-IV	HT-V	P-I	P-II	P-III	P-IV																							

**Note:** To be submitted in the district for consolidation.

Prepared by:

Certified Correct:





**SCHOOL PROFILE OF PERSONNEL - SECONDARY**

School ID	School	District	Name of School Head	Position	Contact Number	MAJOR	NUMBER OF PERSONNEL																				REMARKS: Indicate <input type="checkbox"/> if Principal Item is from elementary item											
							TEACHER										MASTER TEACHER					HEAD TEACHER						SENIOR HIGH										
							T-I	T-II	T-III	T-I	T-II	T-III	MT-I	MT-II	MT-III	MT-I	MT-II	MT-III	HT-I	HT-II	HT-III	HT-IV	HT-V	Asst. P-I														
						ENGLISH	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F		
						SCIENCE																																
						MATH																																
						ARAPAN																																
						FILIPINO																																
						MAPENH																																
						ESP																																
						TLE																																
						Others: pls specify of the remarks column																																

Note: To be submitted in the district for consolidation.

Prepared by: \_\_\_\_\_ Certified Correct: \_\_\_\_\_