



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

RECORDS SECTION
 DepEd Division Office - Zamboanga, Norte
 No: _____
 JAN 10 2022 By: *[Signature]*
RELEASED

Division Advisory
 No. 04, 2022

TO : PUBLIC SCHOOLS DISTRICT SUPERVISORS
 SCHOOL HEADS (SECONDARY)
 ALL OTHERS CONCERNED

FROM : *[Signature]* **MA. LIZA R. TABILON, CESO V**
 Schools Division Superintendent

SUBJECT : **APPROVED PLANTILLA ALLOCATION LIST**

DATE : JANUARY 7, 2022

1. In accordance with the approved Plantilla Allocation List attached herein approved by the DBM last December 27, 2021, the personnel included therein are qualified for promotion per DepEd Order No. 003, s. 2020 and DepEd Order No. 97, s. 2011. Hence, they are advised to comply with and submit complete papers for appointment processing to the Personnel Unit of this Division on or before January 13, 2022.
2. For any queries or clarifications, you may call telephone number (065) 212 9644, or email us at zn.division@deped.gov.ph, or thru the online helpdesk at depedzn.net/helpdesk.
3. For guidance and compliance.

PERSONNELjrab/Advisory for Approved PAL/A001/010622

N-avigating
 O-pportunities to
 R-eengineer 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"



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**APPROVED PAL FOR ADVISORY
 AS OF DECEMBER 27, 2021**

ITEM NUMBER	NAME			DISTRICT/SCHOOL	
	FAMILY	FIRST	MIDDLE		
	NAME	NAME	NAME		
SENIOR HIGH					
TEACHER III					
1	TCH3-571991-2021	OMAS	IVY	MAESTRE	SINDANGAN NHS
2	TCH3-571990-2021	SILVANO	TERESITA	GABATERO	SINDANGAN NHS
3	TCH3-572015-2021	LERIA	MARILOU	CABARABAN	SINDANGAN NHS
4	TCH3-572016-2021	DUA	ARLIN	CAMINGAWAN	SINDANGAN NHS
5	TCH3-572014-2021	PARANGAN	CHARMA	PARREÑO	SINDANGAN NHS
JUNIOR HIGH					
TEACHER III					
1	TCH3-572001-2021	RACAZA	EUFEMIA	SILVANO	SINDANGAN NHS

PERSONNELsgbv/Advisory for Approved PAL/A002/010122

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**REQUIREMENTS FOR PROMOTION AND TRANSFER
WITHIN THE DIVISION**

Revised November 2021

Directions:

- **Please submit documents fastened in one (1) paper folder according to the sequence indicated below with Alphabetical TABBINGS and TABLE OF CONTENTS.**
- **Please DO NOT attach extra pages/documents that are not stated in the list.**
- **Forms downloadable at www.csc.gov.ph**

Label: "CSC Documents"

- 3 copies** Original Notarized FORM 212/Personal Data Sheet (Revised 2017) with thumb mark and pasted 2x2 ID picture
- 2 copies** Original Work Experience Sheet
- 2 copies** Original Authenticated PRC License (must be certified by PRC)
- 4 copies** Notarized by Private Atty. or signed by Principal if JHS/SHS and Supervisor if Elem **Oath of Office (Revised 2018)** *Open Date, if possible.*
- 2 copies** Original PDF (Position Description Form) Revised 2017

Label: "DIVISION Documents"

- 1 copy** Original Notarized FORM 212/Personal Data Sheet (Revised 2017) with thumb mark and pasted 2x2 ID picture
- 2 copies** Transcript of Record (Authenticated by the School Registrar)
- 4 copies** Form 211 (medical) revised 2018 with 1 PHOTOCOPY of results (neuro/psych test, Drug Test, Blood Test, Xray, Urinalysis)
- 2 copies** Marriage Contract (if married woman)
- 1 copy** Work Experience Sheet
- 2 copies** PRC License
- 2 copies** PRC Rating
- 2 copies** Notarized by Private Atty. or signed by Principal if JHS/SHS and Supervisor if Elem **Oath of Office (revised 2018)** *Open Date, if possible*
- 4 copies** Notarized Sworn Statement of Assets and Liabilities 2020
- 1 copy** Latest IPCRF
- 2 copies** Original PDF (Position Description Form) Revised 2017

Note: Please read and follow the instructions carefully.

Thank you! ☺

