




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



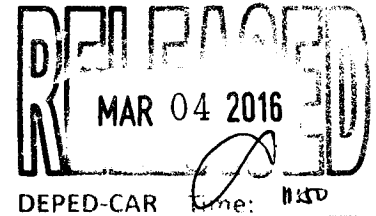
MEMORANDUM

To: Schools Division Superintendents
Planning Officers
All Schools Division

From: 
ELLEN B. DONATO, ED.D., CESO III
Regional Director

Date: 4 March 2016

Subject: SUBMISSION OF CONSOLIDATED NUMBER OF TEACHING AND
NON-TEACHING PERSONNEL FOR ELEMENTARY AND SECONDARY
SCHOOLS



Relative to the accomplishment of the 2015 Annual Report, this Office requests the submission of consolidated number of teaching and non-teaching personnel for elementary and secondary schools in your respective divisions following the attached format on or before March 7, 2016 in hard or scanned copies thru email address rpucar@yahoo.com.

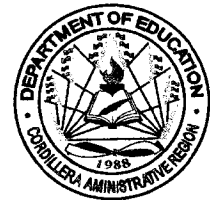
For guidance and compliance.

PPRD/pde/cbm

Telephone Numbers:							
Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3015
Fax Machine	-422-4074	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3993
Office of the Director III	-309-3013	Alternative Learning System	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-5167
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Supply Unit	-422-2198	Commission on Audit	-422-7434



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Position Title	Total	Position Title	Total	Position Title	Total
NON-TEACHING POSITIONS		TEACHING POSITIONS		SCHOOL HEADS	
MEDICAL OFFICER III		MASTER TEACHER II		VOCATIONAL SCHOOL ADMINISTRATOR II	
ADMINISTRATIVE OFFICER IV		MASTER TEACHER I		VOCATIONAL SCHOOL ADMINISTRATOR I	
ADMINISTRATIVE OFFICER I					
NURSE II		INSTRUCTOR III (CT)		SCHOOL PRINCIPAL IV	
DENTIST II		SPED TEACHER I		SCHOOL PRINCIPAL III	
GUIDANCE COUNSELOR III		INSTRUCTOR II (CT)		SCHOOL PRINCIPAL II	
GUIDANCE COUNSELOR II		TEACHER III		HEAD TEACHER VI	
GUIDANCE COUNSELOR I		INSTRUCTOR I (CT)		SCHOOL PRINCIPAL I	
SCHOOL LIBRARIAN III		TEACHER II		HEAD TEACHER V	
SCHOOL LIBRARIAN II		TEACHER I		HEAD TEACHER IV	
SCHOOL LIBRARIAN I		CRAFTS EDUCATION DEMONSTRATOR I		HEAD TEACHER III	
ACCOUNTANT I				HEAD TEACHER II	
ADMINISTRATIVE ASSISTANT III				SCHOOL FARMING COORDINATOR III	
ADMINISTRATIVE ASSISTANT II				HEAD TEACHER I	
ADMINISTRATIVE AIDE VI					
ADMINISTRATIVE AIDE IV					
ADMINISTRATIVE AIDE III					
ADMINISTRATIVE AIDE II					
ADMINISTRATIVE AIDE I					
SECURITY GUARD II					
SECURITY GUARD I					
HANDICRAFT WORKER I (CT)					
DENTAL AIDE I					
FARM WORKER I					
LIGHT EQUIPMENT OPERATOR					
WATCHMAN I					
GRAND TOTAL					

Prepared: _____
Planning Officer

Approved: _____
Schools Division Superintendent