



Republic of the Philippines  
Department of Education  
Region X-Northern Mindanao  
DIVISION OF OZAMIZ CITY  
City of Ozamiz



**DIVISION MEMORANDUM**

No. *094*, s. 2017

**TO:** Chief Education Supervisors (CID and SGOD)  
Public Elementary and Secondary School Heads  
This Division

**SUBJECT: SUBMISSION OF UPDATED TEACHERS' PROFILE**

**DATE:** April 6, 2017

1. In consonance with DepEd Order No. 21, s. 2005, Item No. 2 clearly states that "transfer of teachers from one station to another shall be implemented before the new Teacher 1 items for the current year are deployed." Hence, this Office is trying to exhaust all its efforts to secure the consent of teachers to be transferred.
2. Relative thereto, all schools are required to submit to this Office Updated Teachers' Profile on or before April 12, 2017 following the attached format.
3. This Teachers' Profile will serve as the basis for teacher deployment for the current year.
4. For guidance and strict compliance.

  
REBONFAMIL R. BAGUIO  
Schools Division Superintendent

RRB/aag  
Encl.: As stated



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TEACHER PROFILE (Updated)

School : \_\_\_\_\_ District : \_\_\_\_\_

Name	Position	Permanent Address	Major (for HS only)	Preferred School	No. of Years in the Present Station	Total No. of Years in Service	Willing to be reassigned (Yes or No)	Teacher's Signature

Prepared by:

School Head

Noted :

Public Schools District Supervisor