

Republic of the Philippines
Department of Education
Region VI-Western Visayas
DIVISION OF SAGAY CITY
City of Sagay

January 8, 2018

DIVISION MEMORANDUM

No. 007, s. 2017

To: ASDS
CID Chief
EPS
PSDS/PID

FROM: *M. Sabbaluca*
MARSETTE D. SABBALUCA, CESO VI
Assistant Schools Division Superintendent
Officer in charge
Office of the Schools Division Superintendent

Subject: Orientation on the Filling up of Survey Instrument Form on Teachers' Data

1. The Division of Sagay City is fielding a survey instrument that will capture important information about teachers in the whole division. The data that will be collected will be used as bases for future trainings and/or formulation of policies to improve the implementation of the curriculum.
2. To ensure uniformity in the interpretation of the needed data based in the instrument, an orientation will be conducted at MLES Library on Monday, January 15, 2018 at 9:00 o'clock in the morning.
3. PSDS and EPS are requested to attend the orientation. They are encouraged to bring with them the data indicated in enclosure No.1 to this memorandum.
4. For immediate and widest dissemination.

Survey Instrument on Teachers' Data

A. Personal Data:

a. Name of Teacher: _____

b. Birthdate _____

c. Age _____

d. Highest Educational Attainment (State Specific Degree)

Undergraduate Course: _____ Major: _____

Graduate Course: _____ Specialization: _____

Post Graduate Course: _____ Specialization: _____

B. Work Related Data:

a. Assignment:

Subjects Taught/teacher	Grade/Year Level (Include all grade/year/sections)	Other Non Teaching Assignments/Ancillary Services Including Advisory

C. Trainings Attended for the last two years (2015-2016 to 2016-2017)

Level of Training Provider	Date of Training	Title/s of Trainings
Central Office Level		
Regional Level		
Division Level		
District Level		
School Level		
Other Training Providers		
Note: Insert as many rows as needed in the template		