




Republic of the Philippines
Department of Education
Region XII
Division of Sarangani
Alabel



Division Memorandum
No. 70, s. 2015

TO : ALL SCHOOL ADMINISTRATORS, and
TEACHER LEADERS
(Both Secondary and Elementary)

FROM :  **ISAGANI S. DELA CRUZ**
Schools Division Superintendent

SUBJECT : **UPDATING OF THE PSIPOP (PERSONAL SERVICES AND
PLANTILLA OF PERSONNEL)**

DATE : February 16, 2015

In view of the updating of the Personal Services Itemization and Plantilla of Personnel with the Department of Budget and Management, please submit an updated Teacher Profile based on position and latest promotion using the template below:

Name	Present Plantilla Position/Step	Date of Original Appointment	Date of last Promotion/Position

Deadline for submission will be on February 18, 2015 at the Personnel Unit of the Office of the Schools Division Superintendent c/o Lovina P. Duqueza.

Strict and immediate compliance to this memorandum is desired.

