



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

24 October 2023

**DIVISIONAL MEMORANDUM**  
**Unnumbered**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors (CID and SGOD)  
Public Schools District Supervisor, District – I  
Ozamiz City National High School Principal

1. This Office requires the School Principal of Ozamiz City National High School to submit the following documents:
  - a. SY 2023 – 2024 Class Program by Department (Actual)
  - b. Updated Teacher's Profile by Department (with specialization, major and minor and other special skills / trainings)
2. The deadline of submission of these reports shall be on or before November 6, 2023, Monday.
3. Please find hereto attached template in complying the above-mentioned data.
4. For immediate compliance.

**NIMFA R. LAGO, PhD, CESO VI**  
Assistant Schools Division Superintendent  
OIC, Office of the Schools Division Superintendent

To be indicated in the Perpetual Index  
under the following subjects:

CURRICULUM      SCHOOLS      TEACHERS

JMFC/Unnumbered Memo  
\_\_\_/Oct. 24, 2023



Address: IBJT Compound, Carangan, Ozamiz City  
Telephone No: (088) 545-09-88  
Telefax: (088) 545-09-90  
Email Address: ozamiz.city@deped.gov.ph





Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO  
**SCHOOLS DIVISION OF OZAMIZ CITY**

# SY 2023 – 2024 TEACHERS PROFILE by DEPARTMENT

Department: \_\_\_\_\_

Name of Teacher	Specialization Major/Minor	Special Skills / National Competency	Trainings/Seminars Attended (2021-Present)		Actual Teaching Load		
			National/ Regional/Division	Subject	Number of Classes	Number of Hours per Week	

Prepared : \_\_\_\_\_  
 (Teacher)

Attested: \_\_\_\_\_  
 (Department Head)

Approved: \_\_\_\_\_  
 (School Principal)



Address: IBJT Compound, Carangan, Ozamiz City  
 Telephone No: (088) 545-09-88  
 Telefax: (088) 545-09-90  
 Email Address: ozamiz.city@deped.gov.ph



#PadayonA suseoOzamiz