



RELEASED

BY: DM

DATE: JUN 24 2015

RECORDS 9:17

June 23, 2015

DIVISION LETTER
 No. 31, s. 2015

To: **Public Schools District Supervisors**
Public Elementary & Secondary School Heads

Please be advised to submit the following reports on June 30, 2015 (Tuesday) both in hard and e-copies using **excel** at jen.quinto1502@gmail.com :

1. Inventory of Trained Edukasyon sa Pagpapakatao (EsP) Teachers per grade level;
2. Inventory of Teachers who are Non- (EsP) Major per grade level (only for High Schools); and
3. List of EsP Teaching Guides (TGs) and Learning Modules (LMs) received for SY 2015 – 2016, SY 2014 – 2015, SY 2013 – 2014, and SY 2012– 2013.

Follow the excel format below:

INVENTORY OF EsP TRAINED Teachers

DIVISION: _____ SY: _____

School	School ID	Name of Teacher	Year Trained	Year Level Handled (as of SY 2015 2016)	Major	Minor

INVENTORY of Non-EsP Major

DIVISION: _____ SY: _____

School	School ID	Name of Teacher	Year Level Handled (as of SY 2015 2016)	Major	Minor

INVENTORY OF EsP TGs and LMs

DIVISION: _____ SY: _____

School	School ID	Grade Level	No. of TGs Received	Remarks	No. of LMs Received	Remarks

Prepared by: _____

Designation

NOTED: _____
 School Head

JHPascual
GERMELINA H. PASCUAL
 Schools Division Superintendent