



Republic of the Philippines

Region VII, Central Visayas

Sudlon, Lahug, Cebu City



August 24, 2016


DIVISION MEMORANDUM

NO. 492, s. 2016

SUBMISSION OF NAMES OF GRADE THREE (III) TEACHERS

**TO: Public Schools District Supervisors/OIC's
All Teachers Concerned**

1. This is to inform the field that **DepEd-USAID/BASA Pilipinas Program** is tentatively planning to have refresher training among Grade Three (III) teachers about **“Effective Literacy Instruction”** by **October 2016**. In order for the division to submit the accurate number/names of participants, **Public Schools District Supervisors (PSDSs)/OICs** are hereby requested to submit the **names of all Grade Three (III) teachers** in the district/municipality.
2. Please submit the needed data **on or before August 31, 2016 (Wednesday)** via email at v_ybanez@yahoo.com. List/names should be submitted in alphabetical order, see sample format as herein attached (Word or Excel).
3. Wide dissemination and **immediate compliance** of this Memorandum is hereby **requested**.


RHEA MARA ANGTUD, Ed.D., CESO VI
Schools Division Superintendent



Republic of the Philippines

Region VII, Central Visayas

Sudlon, Lahug, Cebu City



(sample format)

List/Names of Grade III Teachers
District of _____

Family Name	First/Given Name	Middle Initial	Sch. Name	Sch. ID #	Yrs./Months (as Grade 3 Teacher)	BASA Trained	Newly-hired/assigned in Grade 3	Teacher's Contact Number
1. Dela Cruz	Juan	B.	Nangka ES	112078	2 yrs., 2 months	Yes	No	09234578991
2. Du	Peter	C.	Tapul ES	124589	3 months	No	Yes	09234578995

Total number of **BASA trained Grade III teachers** in the district: _____

Total number of **BASA untrained Grade III teachers** in the district: _____

Submitted by:

PSDS

Contact/Cellphone #