



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DAVAO DE ORO

DEPARTMENT OF EDUCATION
DIVISION OF DAVAO DE ORO
RECORDS SECTION
RELEASED
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Office of the Schools Division
Superintendent

February 2, 2026

DIVISION MEMORANDUM
No. 152, s. 2026

**SUBMISSION OF REPORT ON THE LIST OF TEACHING PERSONNEL PER
SUBJECT/LEARNING AREA SPECIALIZATION**

To: Public Schools District Supervisor
District Coordinating Principal
Secondary School Administrators
All Others Concerned

1. For this office to properly identify the needed subject/learning area specialization of the School, this Office through the Human Resource Unit is requiring the Secondary School Administrators to submit a signed Report on the List of Teaching Personnel per Subject/Learning Area Specialization. **(Please see attached template).** In addition, a clear scanned copy of a bachelor's degree Transcript of Record (TOR) of each teacher must be attached. The report and the TOR must be submitted in one PDF file per level (JHS/SHS) through this email address hrmpsbddo@gmail.com on or before February 10, 2026.
2. Prompt and wide dissemination of this Memorandum is required.


PHOEBE GAY L. REFAMONTE CESO VI
Schools Division Superintendent



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LIST OF TEACHING PERSONNEL PER SUBJECT/LEARNING AREA SPECIALIZATION				
District:				
School:				
NO.	NAME OF TEACHER	MAJOR (in Alphabetical Order)	SUBJECT TAUGHT	REMARKS
		<i>Note: If Education Unit Earner, please specify the Major based on the LET Certification</i>		
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Prepared by:

Position

Verified by:

School Head

LIST OF TEACHING PERSONNEL PER SUBJECT/LEARNING AREA SPECIALIZATION

District:

School:

No.	Name of Teacher	Position	Track (Academic/ TVL)	Subject Group	For TVL: Specialization	Remarks
1. Ex.	Juan Dela Cruz	Teacher I	Academic	HUMSS 1-A ENGLISH		
2. Ex.	Juan Dela Cruz	Teacher I	TVL	ICT	CSS	
3						
4						
5						
6						
7						
8						
9						
10						

Prepared by:

Position

Verified by:

School Head