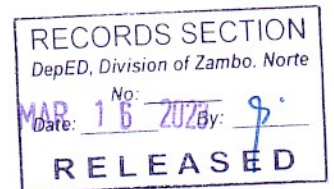




Republic of the Philippines
Department of Education

REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Office of the Schools Division Superintendent

March 16, 2023

Division Memorandum

No. 87, s. 2023

SUBMISSION OF STATION LIST

TO: Public Schools District Supervisors (PSDS)
Principals In-Charge of the District (PICD)
This Division

1. With its advocacy of evidence-based decision making, this division sought to rationalize and harmonize its data to ensure the integrity and credibility of the decisions derived from the information gleaned.
2. To strengthen and ensure the truthfulness of its data, this division requires all districts to submit a **STATION LIST**. A list of all warm bodies stationed in every school.
3. The PSDSs/PICDs shall submit a consolidated **STATION LIST** of the schools under its care. Annexed herewith is the template containing the data and information required.
4. The deadline of submission will be on **March 23, 2023**. The hard copy will be submitted to the Planning & Research Section of this division. In addition, a soft copy will also be submitted on the abovementioned date at zn.planning@deped.gov.ph.
5. The **SATION LIST** shall be updated every grading period, of which a soft and hard copy shall be submitted a week after each grading period whether there is movement of personnel or not.
6. For information, guidance, and dissemination.


VIRGILIO P. BATAN JR. CESO VI
Schools Division Superintendent

Encl: As Stated
P&R/LAP/DM-StationList
06-O3162023



Address: Capitol Drive, Estaka, Dipolog City 7100
Email: zn.division@deped.gov.ph
FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843
Website: www.depedzn.net

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

DISTRICT STATION LIST - ELEMENTARY

SY: _____

Note: Submit softcopy to zn_planning@deped.gov.ph

DISTRICT	SCHOOL ID	NAME OF SCHOOL	LIST OF ELIGIBLE SCHOOL-BASED PERSONNEL			Position	Designation (CL Teacher/ SOIC/ School Head)	SEX (Male/Female)	Contact Number	Email Address
			NAME OF PERSONNEL							
			LAST NAME	FIRST NAME	MIDDLE NAME					

Prepared by: _____

Contact Number: _____

Updated as of: _____

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

DISTRICT STATION LIST -SECONDADRY

SY: _____

Note: Submit softcopy to zn.planning@deped.gov.ph

DISTRICT	SCHOOL ID	NAME OF SCHOOL	LIST OF ELIGIBLE SCHOOL-BASED PERSONNEL			Position	Designation (CL Teacher/ SOIC/ School Head)	Item Based per PSIPOP JHS / SHS	SEX (Male/Female)	Contact Number	Email Address
			LAST NAME	FIRST NAME	MIDDLE NAME						

Prepared by: _____

Contact Number: _____

Updated as of: _____