



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF BOHOL
City of Tagbilaran



July 10, 2019

DIVISION MEMORANDUM

No. 298, s. 2019

**REPORT ON SCHOOLS WITHOUT FULL-FLEDGED SCHOOL ADMINISTRATOR
AND INVENTORY OF PRINCIPAL PASSERS WITH NO SCHOOL ASSIGNMENT**

TO: *Assistant Schools Division Superintendents*
Chiefs- CID & SGOD
Public Schools District Supervisors/Acting PSDSs
School Heads/Principals of Elementary and Secondary Schools
All Others Concerned

1. In order to facilitate the assignment of school heads, this Office is requesting all Public Schools District Supervisors/APSDSs to submit a Report on Schools Without Full-fledged School Administrator and Inventory Report of Principal Passers with No School Assignment. A District Consolidated Report shall be submitted on or before Monday, July 15, 2019 to Dr. Desiderio V. Deligero, Chief-School Governance and Operations Division (SGOD) using the prescribed format below, to wit:

REPORT ON SCHOOLS WITHOUT FULL-FLEDGED SCHOOL ADMINISTRATOR

District: _____

Name of School	Total No. of Teachers	Total Enrolment	Presently Managed by	Present Designation/ Position	No. of Years Managing the School	Remarks: (Pls. Indicate the ff: 1. Position who Gave the Designation 2. Principal Passer
<i>A.Elementary</i>						
1.						
2.						
3.						
<i>B.Secondary</i>						
1.						
2.						

REPORT OF PRINCIPAL PASSERS NOT YET ASSIGNED TO MANAGE A SCHOOL

District: _____

Name Principal Passer	Present School Assignment	Present Position and Designation	Present Grade/Yr Handled	Place of Residence/ Address	Contact Number
<i>A.Elementary</i>					
1.					
2.					
3.					
<i>B.Secondary</i>					
1.					
2.					

2. Widest dissemination and immediate compliance of this Memorandum is desired.


NIMFA D. BONGO, Ed.D., CESO V
 Schools Division Superintendent

SGOD/dvd