MEMORANDUM

TO : Public Schools District Supervisors
     Elementary and Secondary School Heads

FROM : NYMPHA D. GUEMO
       Assistant Schools Division Superintendent
       Officer-In-Charge

SUBJECT : PROFILING OF STAKEHOLDERS

DATE : October 14, 2015

Resource mobilization through Adopt-A-School Program (ASP) is establishing partnerships to seek out the appropriate resources to support the delivery of basic education by building a potential donor database. The profiling of stakeholders is aimed at identifying and getting-to-know/familiarizing each stakeholder that are potential for future partnership.

Kindly accomplish the attached Profile of Stakeholders template and submit it to SGOD office c/o EPS – Social Mobilization and Networking on or before October 23, 2015.

For information, guidance and compliance.
# PROFILE OF STAKEHOLDERS

**School:**

<table>
<thead>
<tr>
<th>No.</th>
<th>NAME OF STAKEHOLDER</th>
<th>TYPE/NATURE OF BUSINESS</th>
<th>NATURE OF SUPPORT*</th>
<th>DETAILS OF SUPPORT</th>
<th>CONTACT DETAILS (Name of the Office Head, Address, Email, Tel/Mobile No.)</th>
<th>REMARKS (Specific details and other relevant data)</th>
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Choose from the following types of categories of support:

1. Learning Environment – includes classroom, furniture, toilet and wash facilities, maintenance, etc.
2. Learning Support – includes audio-visual educational materials, films, libraries, school supplies, etc.
3. Technology Support – includes computer, electronic learning materials, internet connectivity, etc.
4. Health and Nutrition – includes feeding program, medical/dental mission, health supplies, etc.
5. Reading Program – includes books, supplementary reading materials, etc.
6. Training and Development – includes teachers/principals training, student/pupils training, etc.
7. Direct Assistance – includes stipend, cash donations, etc.
8. Assistive Learning Devices for Students w/ Special Needs – includes hearing aids, talking computers, etc.

Prepared by:  

School ASP Coordinator  

Noted:  

School Head