



Republic of the Philippines  
Department of Education  
Region V – Bicol

**TANGGAPANG PANSANGAY NG CATANDUANES**

September 6, 2024

DIVISION MEMORANDUM

No. 421 s, 2024

**2024 PROFILING OF HUMAN RESOURCES IN THE SCHOOLS AND DISTRICTS IN DEPED CATANDUANES – PART 1**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors – CID & SGOD  
Education Program Supervisors  
Public Schools District Supervisors/ In-Charge of the District  
School Heads of Public Elementary and Secondary Schools  
All Others Concerned

1. To streamline the provision of human resources in the schools, all School Heads/Public Schools District Supervisors are requested to fill in the data needed in the following links:


<b>Teacher Requirement Analysis</b> (To be filled in by the School Head)	<a href="https://bit.ly/SDOCat-TRA">https://bit.ly/SDOCat-TRA</a>
<b>School Heads' Profile</b> (To be filled in by the School Head)	<a href="https://bit.ly/SchoolHeadsProfile1">https://bit.ly/SchoolHeadsProfile1</a>
<b>Public Schools District Supervisors' Profile</b> (To be filled in by the Public Schools District Supervisor)	<a href="https://bit.ly/PSDSProfile">https://bit.ly/PSDSProfile</a>

2. An orientation on the filling in of data in the link will be conducted on Monday, September 9, 2024, at 9 o'clock in the morning at the MS Teams' Online meeting channel accessible through this link: <https://bit.ly/2024HRProfileOrientationMeeting>. The orientation will be conducted by the following SDO Personnel:

- ITO Jennifer B. Metica
- Planning Officer Mr. Rey C. Bonayon
- SEPS for Planning and Research Floren P. Clavo

3. Deadline of submission of data is on Friday, September 13, 2024, at 4 o'clock in the afternoon.

4. This memorandum is for prompt compliance by all PSDS/ In-charge of the district and school heads.

  
**CECILE C. FERRO CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent



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