

School Form 7 (SF7) School Personnel Assignment List and Basic Profile

(This replaces Form 12-Monthly Status Report for Teachers, Form 19-Assignment List, Form 29-Teacher Program and Form 31-Summary Information of Teachers)

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CPUBLIKA	KA NG PULPHUR School Name						District] :	School Year				
(A) Nationally-Funded Teaching & Teaching Related Items (B) Nationally-Funded Non Tea							g Items (C) Other Appointments and						d Funding Sources				
Title of Plantilla Position (as it appears in the appointment document/PSIPOP)			Title of Plantilla Position			Number of	Title of Designation (as it appears in the		Appointment: (Contractual,			Fund Source		Number of Incumbent			
				(as it appears in the appointment document/PSIPOP)			Incumber of	contract/document: Teacher, Clerk, Security Guard, Driver etc.)		Substitute, Volunteer, others specify)		(SEF, PTA, NGO's etc.)		Teaching	Non- Teaching		
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		Sov .	 		Nature of Appointment/ Employment Status	EDUCATIONAL QUALIFICA				Daily Progra		am (time duration)					
Employee No. (or Tax Identification Number - T.I.N.)			Fund Source			Degree / Post Graduate	Major/ Specialization	Minor	Subject Taught (include Grade & Section), Advisory Class & Other Ancillary Assignments	5 DAY (M/T/W/ TH/F)	From (00:00)	To (00:00)	Total Actual Teaching Minutes per Week	Indicate school/of	d Items, name of		
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F actoria	Name of School Personnel		Fund Source	Position/ Designation	Nature of Appointment/ Employment Status	EDUCATIONAL QUALIFICATION			Subject Taught	Daily Program (time duration)				Remarks (For
Employee No. (or Tax Identification Number - T.I.N.)		Sex				Degree / Post Graduate	Major/ Specialization	Minor	(include Grade & Section), Advisory Class & Other Ancillary Assignments	DAY (M/T/W/ TH/F)	From (00:00)	To (00:00)	Total Actual Teaching Minutes per Week	Detailed Items, Indicate name of school/office, For IP's -Ethnicity)
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GUIDELINES:

1. This form shall be accomplished at the beginning of the school year by the school head. In case of movement of teachers and other personnel during the school year, an updated Form 19 must be submitted to the Division Office .

2. All school personnel, regardless of position/nature of appointment should be included in this form and should be listed from the highest rank down to the lowest. 3. Please reflect subjects being taught and if teacher handling advisory class or Ancillary Assignment. Other administrative duties must also reported.

4. Daily Program Column is for teaching personnel only.

Submitted by:

(Signature of School Head over Printed Name)

Updated as of: ____

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