



Republic of the Philippines
Department of Education
 REGION IV-A CALABARZON
 CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

31 MAR 2023

DIVISION MEMORANDUM

No. 155 s. 2023

**CONDUCT OF SELF-INVENTORY FOR TEACHING, NON-TEACHING, AND
 TEACHING-RELATED PERSONNEL FOR HUMAN RESOURCE DEVELOPMENT
 INITIATIVES**

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 Education Program Supervisor/PSDS
 Heads, Public Elementary and Secondary Schools
 Heads, Unit/Section
 All Others Concerned

1. Recognizing the critical role of teaching, non-teaching, teaching-related personnel in the education sector's success, the Department of Education (DepEd) and affirming its commitment to strengthen personnel's support and uplifting quality of education services in the country, this Office advises all concerned to respond to the self-inventory relating to Human Resource Development, until **April 12, 2023**.

2. Here are the links for the various job categories:

Proficient and Highly Proficient Teachers	https://tinyurl.com/TEACHERS-self-inventory-2023
School Heads, including Department Heads	https://tinyurl.com/SHs-Self-Inventory-2023
Education Program Supervisors-CID, including CES	https://tinyurl.com/EPS-self-inventory
SGOD Personnel, including EPS and CES	https://tinyurl.com/NTP-sgod-self-inventory
OSDS and School-Based Administrative and Financial Services (Administrative Aide, Administrative Assistant, Administrative Officer, Accountant)	https://tinyurl.com/NTP-osds-schl-based

3. Responses shall be used as a source of information for SDO Tayabas-Human Resource Initiatives aimed to achieve quality and sustainable HRD services towards acquisition and development of competent, efficient, effective, confident and fulfilled Personnel, as civil servants and servant-heroes. All information that will be provided will be treated as confidential and will only be used for such purposes.



Brgy. Poto, Tayabas City



(042) 710-0329 or (042) 785-9615




tayabas.city@deped.gov.ph



<https://depedtayabas.com/>

4. Widest dissemination and strict compliance of this Memorandum is desired


NATIVIDAD P. BAYUBAY, CESO VI
Schools Division Superintendent

To be indicated in the Perpetual Index under the following subjects:
PROFESSIONAL DEVELOPMENT



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