

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

(This replaced 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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DEPARTMENT	OF EDUCATION

REPUBLIKA	Sch.	ool ID			Region		Division							2.20 20 421 2.	
	School	Name					District] 8	School Year		
(A) Nation	ally-Funded Teaching & Teaching	g Relate	ed Items	(B) N	lationally-Funde	ed Non Teaching	Items		(C) Other	Appointm	ents and	Funding	Sources		
	Title of Plantilla Position (as appeared in the appointment document/PSIPOP) Number of Incumbent			Title of Plantilla Position (as appeared in the appointment document/PSIPOP)		Number of (Designation Incumbent contract/docur		e of Designation ion as appeared in the cument: Teacher, Clerk, y Guard, Driver etc.)	Appointment: (Contractual, Substitute, Volunteer, others specify)		Fund Source (SEF, PTA, NGO's etc.)		Number of Incumbent Teaching Non-Teaching		
						EDUCAT	IONAL QUALIFICA	ATION	Ochicat Tassalt	* D	aily Progra	am (time o	duration)	Damad	lula /Fan
Employee No. (or Tax Identification Number - T.I.N.)	Name of School Personnel (Arrange by Position, Descending)	Sex	Fund Source	Position/ Designation	Nature of Appointment/ Employment Status	Degree / Post Graduate	Major/ Specialization	Minor	Subject Taught (include Grade & Section), Advisory Class & Other Ancillary Assignment	DAY (M/T/W/ TH/F)	From (00:00)	To (00:00)	Total Actual Teaching Minutes Assignment per Week		d Items, name of ffice, For
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														1	
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Employee No. (or Tax Identification Number - T.I.N.)	Name of School Personnel (Arrange by Position, Descending)	Sex	Fund Source	Position/ Designation	Nature of Appointment/ Employment Status	Degree / Post Graduate	Major/ Specialization	Minor	(include Grade & Section), Advisory Class & Other Ancillary Assignment	DAY (M/T/W/ TH/F)	From (00:00)	To (00:00)	Total Actual Teaching Minutes Assignment 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 SY, updated Form 19 must submit 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. This form shall also serve as inventory list of school personnel.
- 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.

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Submitted by:

(Signatuı	e of School Head over Printed Name)
Updated as of:	

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