



Republic of the Philippines  
**Department of Education**  
REGION XII  
SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division  
Superintendent**

**30 Apr 2024**

DIVISION MEMORANDUM  
OSDS No **074**, s. 2024

**PROFILING OF SCHOOL HEADS**

To: This Division  
Public Schools District Supervisors/Principals In-Charge  
Public Elementary and Secondary School Heads  
All Others Concerned

1. In reference to DepEd Order 054, s. 2023 on **Pilot Implementation of the MATATAG Curriculum**, this office, through Personnel Section, shall administer the profiling of school heads of this division.
2. This profiling aims to ensure efficient school management and a better understanding of the skills and qualifications of our school administrators. Its purpose is to help us make informed decisions regarding school head placements, professional development opportunities, and succession planning.
3. All Public Schools District Supervisors are instructed to fill out the SDSC Profiling Template for all School Heads in the municipality. The completed templates must be submitted to the Personnel Section in both electronic and printed formats on or before May 6, 2024.
4. Attached herewith is the electronic template of SDSC Profiling.
5. Immediate dissemination of this memorandum is desired.

**LEONARDO M. BALALA, CESO V**  
Schools Division Superintendent

Encl.: SDSC Profiling Template  
Reference: As stated  
To be indicated in the Perpetual Index  
under the following subjects:  
LBB/DM- profiling of school heads  
0000/April 30, 2024



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