

**Form 1**

**Verification of Teachers and other teaching staff based on the number of teaching hours in a school**

District :

School Name :

Date : / / 2022

Classrooms	1	2	3	4	5	6	7	8	9	10	11	12	Total
Number of students in the class, including those who are absent daily													
Number of departementa													
Average of students in classroom													
Number of hours per day	4	4	4	5	5	5	6	6	6	6	6	6	
Total hours per week	24	24	24	30	30	30	36	36	36	36	36	36	
Total of all hours in a week													

Learing duty of any staff	General Principle	Voice Principle	Head of Department	Guid Teacher	Lab officer	Library officer	High school	Principle of secondary and	Teacher of Guild Principles	Assistant Teacher	Total
Numbers											
Duty per week	6	6	12	6	12	12	6	0	0		
Total											

Total of all hours within school per week (Table 1)	Total hours of other employees's responsibilities (Table 2)	Subtract sum of the second table from the sum of first table	Average teacher duty per week	Number of teachers based on dividing all teaching hours by the average of one teacher per week	Number of teachers in the school	Number of teachers less than normal	Number of teachers r
			24				

Staff	Teachers	Officers	Service mercenaries	Total
School staff base on formation				
Existence school staff base on formation				
Shortage of staff base on formation				
Shortage of staff base on classification				
Additional staff of formation				

Based on above description this table is correctly and truly filled in, It is correct.

Supervisor Name:

Duty :

Signature :