

LIST OF POSTS OF RESPONSIBILITY (PORs) WITH EFFECT FROM 1 SEPTEMBER 2017 Form POR 1

(in accordance with the terms of Circulars 0008/13, 0003/12, 0053/11&0022/09 and the Information Note—Clarification of Circular Number 0022/09)

[illegible]

I hereby state that

1. I have listed all POR holders, in order of seniority (i.e. from Principal to junior Special Duties Teacher) with POR code (P=Principal, DP=Deputy Principal DP1, DP2, etc. AP=Assistant Principal AP1, AP2 etc., Special Duties Teacher SD1, SD2, etc.).
2. I have listed after 1. above all existing POR holders who have **NOT** opted to undertake duties specified in the schedule of posts duties as A1, A2, B1, B2 etc.
3. I have listed after 2. above all holders of supernumerary and special functions allowances with POR code (SFA1, SFA2).
4. I have recorded the status of each POR as P - Permanent, or T - Temporary. Where a POR is temporary, the name of the teacher being replaced, subject to the terms of cl0008/13, cl0003/12, cl0022/09 & cl0053/11, has been entered.

I hereby certify that, in accordance with the terms of Circulars 4/98 & 29/02 or 23,24 & 25/98 or 22/09 or 53/11 & 0003/12 & 0008/13 the Principal and the individual Deputy Principal(s), Assistant Principals and Special Duties Teachers as listed above have agreed to undertake appropriate duties and that the appointments to the posts concerned have been made in accordance with the terms of the aforementioned Circulars.

Data Protection

The Department of Education and Skills will treat all personal data you provide on this form as confidential and will use it solely for the purpose intended. The information will only be disclosed as permitted by law or for the purposes listed in the Departments registration with the Data Protection Commissioner - REF 10764/A
If the information you have provided is to be used for purposes other than outlined in the Departments registration with the DPC your permission will be sought here.

School Name _____

School Roll Number

Signature of Manager

Date _____