



Republic of the Philippines
Department of Education



APR 10 2008

DepED MEMORANDUM

No: 189, s. 2008

TEACHERS AND SCHOOL HEADS' PROFILE IN ENGLISH, SCIENCE
AND MATHEMATICS

To: Regional Directors
Schools Division/City Superintendents
Heads, Elementary and Secondary Schools

1. In line with the thrust of improving teaching competencies of teachers at the elementary and secondary levels, the schools, divisions, regions and central offices (Bureau of Elementary Education (BEE) and Bureau of Secondary Education (BSE) shall have a database of training profile of teachers and school heads. This database shall include the number of units the teachers earned in their Bachelor's degree and/or specialization and advanced degrees in English, Science and Mathematics as well as the trainings provided to these teachers and school heads in the last three years (SY 2005-2006 to SY 2007-2008).
2. The training profile of teachers and school heads generated by the database shall provide the bases for the training interventions of the schools, districts/divisions, regions and central offices. Thus, in consideration for the need to attain high level of English proficiency, in-service training shall ensure that all teachers (elementary and secondary) shall have at least 24 units in English either as credit units in their graduate studies or by providing equivalent trainings on English proficiency within 2 years after a given assessment period. Teachers with less than the minimum units or trainings in English shall be prioritized to succeeding trainings for English proficiency. Similar considerations shall also be standardized for all other teachers teaching Science, Mathematics and English (as a subject) to ensure that the teachers are competent in teaching their subject areas.
3. The training profile of teachers and school heads are divided into 4 forms which are found in Enclosure No. 1. These forms are as follows: Form A-TSHTP-School Level, Forms B1 and B2-TSHTP Division Level, Forms C1 and C2 - TSHTP - Regional Level, and Forms D1 and D2-TSHTP - National Level.
4. The table below shows the designated offices to complete the specific forms and the deadline for submission of the said forms. It should be noted that the Central Office, through the Bureau of Elementary and Secondary Education (BEE and BSE), shall consolidate the training profiles of teachers

and school heads to be provided to each region. The regions will be responsible in disseminating the information to their respective constituents.

What	Who Should Complete	To be Completed By	To be Submitted to
Form A: TSHTP-School level	School Head	March 15, 2008	Division Office
Forms B1 and B2: TSHTP-Division level	Division Office	March 30, 2008	Regional Office
Forms C1 and C2: TSHTP-Regional level	Regional Office	April 15, 2008	CO (BEE and BSE)
Forms D1 and D2: TSHTP National level	BEE and BSE	April 30, 2008	*Consolidated training profile to be distributed to regional offices

5. Immediate and wide dissemination of this Memorandum is desired.

U-9-16-11
RAMON C. BACANI
 Undersecretary
 Officer-in-Charge

Reference: None

Allotment: 1—(D.O. 50-97)

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

Learning Area, ENGLISH
 Learning Area, SCIENCE
 Learning Area, MATHEMATICS
 TEACHERS

Reformatted by: Sally - teachers & Sch. heads profile
 March 6, 2008

