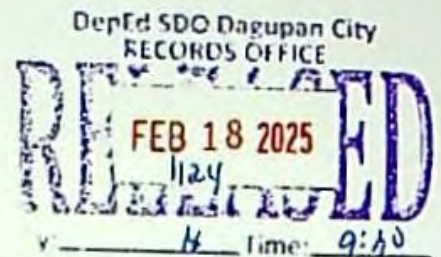




Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF DAGUPAN CITY



Office of the Schools Division
Superintendent

February 17, 2025

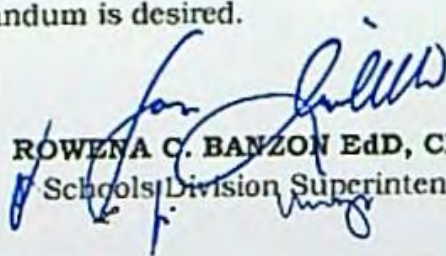
DIVISION MEMORANDUM

No. 77, s. 2025

**ACCOMPLISHMENT OF THE PROFILING TOOL FOR TEACHERS-IN-CHARGE
AND OFFICERS-IN-CHARGE**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
School Heads
All Others Concerned

1. In reference to Regional Memorandum no. 233, s. 2025 titled "Accomplishment of the Profiling Tool for Teachers-in-Charge and Officers-in-Charge", the Regional Office, through the Human Resource Development Division, conducts a profiling activity for all **Teachers, Master Teachers, and other DepEd personnel currently serving as Teacher-in-Charge (TIC) or Officer-in-Charge (OIC)** in public schools.
2. This initiative aims to collect initial data on the qualifications and eligibility of TICs and OICs. The information gathered will help estimate the number of prospective school principals and support the Department's policy decisions and program development for school leadership.
3. All TICs and OICs are directed to accomplish the Tool on Profiling TICs and OICs through the link <https://bit.ly/25ProfilingToolProspectiveSPs>.
4. Attached is the regional memorandum for more details.
5. Immediate dissemination of this Memorandum is desired.


ROWENA C. BANZON EdD, CESO V
Schools Division Superintendent



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Republic of the Philippines
Department of Education
 REGION I



February 13, 2025

REGIONAL MEMORANDUM

No. 233 s. 2025

**ACCOMPLISHMENT OF THE PROFILING TOOL FOR
 TEACHERS-IN-CHARGE AND OFFICERS-IN-CHARGE**

To: Schools Division Superintendents
 All Concerned Personnel

1. As part of the Department of Education's (DepEd) ongoing efforts to address the shortage of school principal items, this Office, through the Human Resource Development Division, announces the conduct of a profiling activity for all **Teachers, Master Teachers, and other DepEd personnel currently serving as Teacher-in-Charge (TIC) or Officer-in-Charge (OIC) in public schools.**
2. This initiative aims to collect initial data on the qualifications and eligibility of TICs and OICs. The information gathered will help estimate the number of prospective school principals and support the Department's policy decisions and program development for school leadership.
3. All TICs and OICs are directed to accomplish the Tool on Profiling TICs and OICs through this link: <https://bit.ly/25ProfilingToolProspectiveSPs>. The tool is designed to collect data on their current designation, school assignment, qualifications, National Qualifying Examination for School Heads (NQESH) eligibility, among many others.
4. For concerns or queries, please contact the **Human Resource Development Division** at hrdd.region1@deped.gov.ph or call 072-682-2324 local 122.
5. Immediate dissemination of this Memorandum is desired.

TOLENTINO G. AQUINO
 Director IV

Encl.: None
 Reference: DM-OUHROD-2025-0379
 To be indicated in the Perpetual Index
 Under the following subjects:

DATA ELIGIBILITY

HRDD/rrm/RM_ProfilingOTICS/OICS
 February 13, 2025



Document #

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