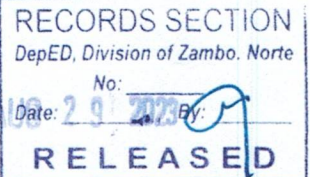




Republic of the Philippines
Department of Education

REGION IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



Office of the Schools Division Superintendent

August 29, 2023

Division Memorandum

No. 360, s. 2023

DIVISION WIDE SPEAK ENGLISH POLICY

To: All Public Schools District Supervisors
Elementary and Secondary School Heads
Teaching and Non-Teaching Staff
Division Office Personnel

1. The Schools Division of Zamboanga del Norte underscores the need to step up its efforts to regulate and support the intensification of the SPEAK ENGLISH POLICY- as a key in improving the communicative abilities in English, developing it as a vital skill of the workforce. This is an initiative that could potentially strengthen the division's distinct advantage in this part of Region IX, in support to the division-led program on Grammar and Oral Language Development (GOLD) with its main goal – Communicative Competence.
2. The policy aims to:
 - a. provide all the teaching and non-teaching personnel divisionwide an avenue to realize that it is really a MUST to learn to communicate more effectively and improve his/her writing and speaking skills to better serve the clients and stakeholders in the division office as well as in the schools and district offices;
 - b. inculcate into the minds of all the teaching and non-teaching personnel divisionwide that English is a means of communication rather than a set of facts to be learned;
 - c. address the teachers', school heads', and the learners' English language proficiency;
 - d. focus on accuracy as well as fluency during conversations with the Schools Division Superintendent, Assistant Schools Division Superintendents, Chiefs (CID/SGOD), heads of offices, officemates and even with the regional and central office personnel;
 - e. encourage learners, teachers, non-teaching staff, stakeholders, etc. to speak in English during school days and office hours and
 - f. use English as a medium of communication during conferences and trainings and in entertaining guests in the office.
3. It is expected the signages such as, "This is a Speak English Zone", "English Only", "This is an English Speaking Zone", etc. shall be posted in any conspicuous area of the school campuses and in the offices as well as in the division office. The PSDSs and school heads are expected to closely monitor the implementation of this policy and submit quarterly reports as regards its progress.




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4. Everyone has the option to speak in Filipino, considering it as our national language and to speak in English as our international language and the expected language of the workplace. However, if one opts to speak straight English, he/she must speak straight English. If one opts to speak in Filipino, he/she, must speak straight in Filipino. Code switching, Taglish or the vernacular/mother tongue is NOT encouraged during conversations with peers and superiors.
5. This policy **MUST NOT** be misconstrued as obligatory among the K to 3 learners/ Indigenous Cultural Communities where their Mother Tongue is mandatory and in subject areas not using English as a medium of instruction. However, all the teachers are encouraged to speak in English during their interaction with peers and superiors.
6. This memorandum shall take effect immediately and this policy may be lifted during lunch break and after office hours.
7. For widest dissemination.


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