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REPUBLIC OF PHILIPPINES  
Republic of the Philippines  
KAGABAWAN NG EDUKASYON AT KULTURA  
Department of Education and Culture  
MANILA  
Manila

MAR 10 1975

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TANGGAPAN NG KALINGAN  
Office of the Secretary

March 4, 1975

DEPARTMENT MEMORANDUM  
No. 52, s. 1975

IN-SERVICE TRAINING FOR SECONDARY SCHOOL TEACHERS

FOR: The Director, Bureau of Public Schools  
The Director, Bureau of Private Schools  
The Director, Bureau of Vocational Education  
The Coordinator, State Colleges and Universities  
The Executive Director, Educational Development  
Projects Implementing Task Force

To implement and effectively carry out the implementation of the Revised Secondary Education Curriculum as spelled out in Department Order No. 20, S. 1975, the Educational Development Projects Implementing Task Force (EDP-ITF), has been tasked to undertake, coordinate and provide funding in the first year of review of the Teaching Guides of the first and second years and the development and formulation of the Teaching guides for the third and fourth years, secondary.

For this purpose, the following institutions have been designated National Research and Development Centers in their respective areas of expertise:

<u>INSTITUTION</u>	<u>SUBJECT AREA</u>
University of the Philippines Science Education Center	Science and Mathematics
Philippine Normal College Language Study Center	Languages
Bureau of Public Schools Social Studies Center	Social Studies
Philippine College of Arts and Trades	Practical Arts (Industrial Arts and Business Distributive Arts)
Central Luzon State University (In close coordination with the PNU)	Practical Arts (Agricultural, Fisheries and Home-making Arts)

To carry out their functions, they are hereby authorized to do the following:

1. Upon written request of the Executive Director of EEPITAF, and after proper coordination with the agencies concerned, draw personnel from various existing Bureaus, schools, agencies and offices of the Department of Education and Culture for temporary detail to the Centers until such project is completed.
2. Undertake the writing and revision of Teaching Guides, for the third and fourth years, secondary, using a fixed group of resource persons, Bureau General Office personnel, instructors from the schools, and personnel from the previous teaching guides writing groups.
3. Conduct a Trainer's Program in Practical Arts, Social Sciences, Language Arts, Science and Mathematics for Supervisors, instructors and other selected personnel from the Regional Staff Development Centers in their assigned subject area.
4. Supervise and monitor the conduct of the Regional Teaching Institutes in the various Regional Staff Development Centers.

To complement the activities of the Research and Development Centers, a network of Regional Staff Development Centers (See Enclosure) has been organized and assigned to undertake the following functions:

1. Develop and conduct a trainee's Program for selected teachers in the field.
2. Conduct adaptation and further development of instructional materials originating from the National R & D Centers.
3. Undertake in coordination with the proper local bodies a survey of total training and retraining requirements in their respective areas and draw up a comprehensive training/re-training scheme specifying, among others, the venues, timetables and extent of outreach.
4. Develop instructional modules and kits development and production.
5. Undertake prototype tool and equipment development and production. (For the ISDC-LATs)

Subject to the funding of EEPITAF on the first year of implementation and in accordance with a Memorandum of Agreement that has been made with the Bureau Directors, the R & D Centers and RSDCs, the conduct of a Trainer's Program in the R & D Centers is hereby authorized from April 1 to May 15, 1975 with the complementing Trainee's Program (Teaching Institutes) to be held in RSDCs selected and funded by EEPITAF on the first year, from June 15 to July 31, 1975.

Attendance to said Trainee's Programs and Working Institutes shall be by invitation. The teachers actually teaching the subject area, regardless of academic preparation, shall be eligible to participate in said program upon recommendation of their head of school and acceptance by the E & D Center or REOC. Public schools shall pay the transportation cost of their participants to these programs from out of their budget subject to the usual auditing rules and procedures.

Also, the Secondary Schools Division of the Bureau of Public Schools is directed to undertake the orientation of field personnel on the teaching guides for the third year, using a team with equal representation from the different Bureaus and P & D Centers. They shall also undertake the preparation of additional teaching manuals not otherwise being funded by DEPED using its personnel and funds and getting resource persons from the Bureaus, selected P & D Centers and REOCs.

This Department Memorandum amends all other previous Orders and Memoranda issued by this Office not in consonance or in conflict with it. This project shall be coordinated by DEPED subject to its usual program management procedures.

(SGD:) JOSE L. MAGOLE  
*Secretary*

Encl.:  
As stated

I. RSDCs for Sciences, Mathematics, Languages and Social Studies:

	<u>REGION SERVED</u>
1. Aquinas University, Legaspi City	V
2. Ateneo de Davao, Davao City	XI
3. Silliman University, Dumaguete City	VII
4. St. Louis University, Baguio City	I
5. Notre Dame University, Cotabato City	XI
6. Central Luzon Teacher's College, Bayambang, Pangasinan	I
7. Northern Luzon Teacher's College, Ilocos City	I
8. West Visayas State College, Iloilo City	VI
9. Zamboanga State College, Zamboanga City	IX
10. Divine Word University, Tacloban City	VIII
11. Palawan Teacher's College, Puerto Princesa, Palawan	IV
12. St. Mary's College, Bayambang, Nueva Vizcaya	II
13. San Nicolas College, Surigao City	X
14. University of Santo Tomas, Manila	III

II. RSDCs for Practical Arts: (Industrial Arts and Business)

1. Marikina School of Arts and Trades, Marikina, Rizal	IV
2. Don Honorio Ventura Memorial School of Arts and Trades, Bacolor, Pampanga	III
3. La Union School of Arts & Trades, San Fernando, La Union	I
4. Cagayan Valley College of Arts and Trades, Tuguegarao, Cagayan	II
5. Samarines Sur National College of Arts & Trades, Naga, City	V
6. Leyte Institute of Technology, Tacloban City	VIII
7. Cebu School of Arts and Trades, Cebu City	VII
8. Iloilo School of Arts and Trades, Iloilo City	VI
9. Mindanao School of Arts and Trades, Cagayan de Oro, City	X
10. Davao School of Arts & Trades, Davao City	XI
11. Zamboanga School of Arts & Trades, Zamboanga City	IX
12. Bulacan College of Arts and Trades, Malolos, Bulacan (Alternate)	III

III. RSDCs for Practical Arts: (Agricultural Arts, Fisheries Arts and Home-making Arts)

	<u>REGION SERVED</u>
1. Mountain State Agricultural College, La Trinidad, Benguet	I
2. Cagayan Valley Institute of Technology, Cagayan, Isabela	II
3. Central Luzon State University, Muñoz, Nueva Ecija	III & IV
4. Samarines Sur Agricultural College, Pili, Samarines Sur	V
5. Iloilo National College of Agriculture, Lambunao, Iloilo	VI
6. Visayas State College of Agriculture, Baybay, Leyte	VIII
7. Silliman University, Dumaguete City	VII
8. Zamboanga del Norte Agricultural College, Liley, Zamboanga del Norte	IX
9. Central Mindanao University, Marikina Bukidnon	X
10. Davao National Regional Agricultural School, Mabini, Davao Oriental	XI