

Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON AT KULTURA
(DEPARTMENT OF EDUCATION AND CULTURE)
Manila

October 17, 1975

DEPARTMENT MEMORANDUM
No. 174, s. 1975

JOINT WAPCO-IEC ORIENTATION SEMINAR-WORKSHOP
FOR WAPCO EVALUATORS

To the:

Regional Directors

1. The IEC and the WAPCO are jointly sponsoring an "Orientation Seminar-Workshop for Designated WAPCO Evaluators" at the IEC Operations Center, Amorsuro St., Manila, on November 3-7, 1975. Each regional office should send as delegate to this workshop, one designated as WAPCO evaluator. Each delegate shall be allowed expenses for transportation and per diem chargeable against local funds subject to the usual accounting and auditing requirements.
2. Each delegate should be asked to take along with him all BRs in the region that have not yet been acted upon. These shall be worked on during the on-the-job training periods. Names of delegates should be submitted to this Office not later than October 24, 1975.
3. Inclosed is the tentative training plan.

(SGT.) NARCISO ALPARRACIN
Acting Secretary of Education and Culture

Incl.:

As stated

TRAINING PLAN

OBJECTIVES

1. To get fully acquainted with the data of an FPF and their meaning;
2. To relate pertinent provisions in the Magna Carta for Teachers with the data found in an FPF;
3. To be familiar with the mechanics of the MAPCO PAY PLAN and the implementation of salary adjustment; and
4. To discover problems in the evaluation of an FPF and explore suitable remedies through on-the-job training activities.

STRATEGY

The training activity shall be a three-phase orientation seminar-workshop. Phase I shall consist of lectures, discussions and consultations with BSC authorities on the subject, MAPCO and Budget Commission key officials as consultant-discussants and resource persons.

Phase II shall include workshop activities in the form of on-the-job training which shall consist of discovery of problems and exploration of remedies through actual application using FPFs of teachers. The delegates shall be grouped into three - elementary, secondary and higher, and vocational. Phase II shall deal on summations of how certain problems in evaluating teachers' FPFs are remedied. This activity shall be under the supervision and guidance of consultant-discussants and facilitators. A group of facilitators shall give a brief report on the on-the-job training activities of each group and after the report and a general summation shall be given by one of them who shall be selected from the group. This phase shall give the delegates the opportunity to arrive at a consensus on solving certain problems affecting the evaluation of FPFs.

OPERATING DETAILS

Duration: One week or 35 hours
Daily schedule: 8:30 a.m. - 12:00 a.m.
1:30 p.m. - 5:00 p.m.

VENUE: TDC Operations Center
Aroceros, Manila

RECOGNITION: Awarding of Certificates of Attendance and Participation
to delegates who have actively and successfully participated.

TRAINING SCHEDULE

November 3

8:00 a.m. Registration

8:30 a.m. Opening Program

10:20 a.m. Plenary Session on ERP Data - Its Evaluation and Significance
Based on the ERP Implementation -
Acting Undersecretary Cipriano Suga

Mechanics of ERPOO Pay Plan - Miss Presentacion Noble

12:00 noon B R E A K

1:30 p.m. Workshop - Problems on the Evaluation of ERPs
On-the-job Training

Facilitators:

Mrs. Rosalina M. Duenas (Elementary Education Group)

Mrs. Aurelia S. Purisima (Secondary and Higher
Education Group)

Mrs. Placencia S. Capula (Vocational Group)

November 4

8:30 a.m. Pertinent Provisions in the Magna Carta for Teachers
Affecting Evaluation of the ERP -
Mrs. Cleopatra S. Felix

Resource Person: Dr. Aurora Santos

12:00 noon B R E A K

1:30 a.m. Workshop - Problems Not or May Be Met
On-the-job Training

Facilitator: Mrs. Alodi L. Andres

November 5

8:30 a.m. The IFT and the Implementation of Salary Adjustment -
Mr. Rafael B. Poyanad

Resource Persons: Miss Presentacion D. Noble
Mr. Maximo Domingo

12:00 noon B F E A K

1:30 p.m. Workshop - Problems Not or May Be Met,
On-the-job Training

Facilitator: Mrs. Carolina B. Claveria

November 6

8:30 a.m. Workshop - Problems Not or May Be Met,
On-the-job Training

Facilitator: Miss Cleotilde C. Tanganoco

12:00 noon B F E A K

1:30 p.m. On-the-job Training

Facilitator: Mrs. Susana C. Agustin

November 7

8:30 a.m. Brief Report on New Problems Not Yet Solved in the
Accomplishment of an IFT by the Facilitators

10:00 a.m. General Summation

12:00 noon B F E A K

1:30 p.m. Evaluation

2:30 p.m. Closing Program (On separate sheet)