

Republika ng Pilipinas
(Republic of the Philippines)
KOMISYON NG EDUKASYON, SA-KULTURA
(DEPARTMENT OF EDUCATION AND CULTURE)
Manila

December 10, 1975

DEPARTMENT MEMORANDUM
No. 222, s. 1975

SPECIAL SCHOLARSHIPS FOR THE PHYSICALLY HANDICAPPED

To the: Director of Secondary Education
Regional Directors
Principal of Special Schools

1. The National Scholarship Center has made available several openings for state scholarships for the physically handicapped high school graduates from special schools for the school year 1976-1977.
2. For the purpose of local selection, a Screening Committee shall be formed composed of the principal of the special school as chairman, with the adviser of the fourth year class and school guidance counselor as members.
3. The Screening Committee should be guided by the following criteria:
 - a. Applicant is physically handicapped - blind, deaf, an orthopedic case or with behavioral problems;
 - b. Member of the high school graduating class;
 - c. Must be one of the top five in the graduating class;
 - d. Must be financially incapable of pursuing a college education.
4. Deadline for the submission of the list of screened candidates is January 30, 1976. The selection test shall be given on March 8, 1976 at the National School for the Blind, Pasay City.
5. It is desired that this Department Memorandum be widely disseminated in schools especially those for the physically handicapped.

(SGP.) JUAN L. MANUEL
Secretary of Education and Culture

CSC-DUG JUNIOR EXECUTIVE TRAINING PROGRAM
PENTATIVE SCHEDULE

SESSION	DAY 2	DAY 3	DAY 4	DAY 5
1 9-10:00	Opening Program (Question Period)	Ethics & Conduct in the Public Service	Work Motivation	System Approach to Management
2 10-10:50	C F E E B R E A K			
3 10-12:00	Getting Acquainted Dialysis Training	The New Structure of the Civil Service	Question Period Focused Activity on Communication	Question Period Defining Objectives and Results
4 10-5:00	L U N C H P R E A K			
5 10-5:00	Development Perspectives	The New Structure of the School System	Question Period Rationality in Decision-Making	Individual & Group Exercise
6 10-5:50	O C F E E B R T A K			
7 10-5:00	Question Period DUG'S MISSION (Highlights of the Speech)	Question Period Roles & Functions of School Executives	Question Period LIDDEM AGENDA	Individual & Group Exercise Continued
8 10-9:00	D I N N E R T I M E			
9 10-9:00	Scale and Expectations	Question Period	Lecturette: TAO Course Integration	Individual & Group Exercise Continued

	DAY 6	DAY 7	DAY 8	DAY 9	DAY 10	DAY 11
SESSION	DAY 6	DAY 7	DAY 8	DAY 9	DAY 10	DAY 11
11:00-12:00	Establishing Performance Standards	Tools & Techniques of Managerial Coordination	Personnel Policies and Procedures	Property Procurement and Utilization Procedures and Practices	Filipino Values and Administrative Norms	Accountability to the People
12:00-1:00	COFFEE	Question Period	BREAK	Question Period		
1:00-2:00	Workshop: Establishing Performance Standards	Managerial Grid Exercise	Question Period	Record Management	Question Period	Course Integration
2:00-3:00	COFFEE	COFFEE	Accounting and Auditing Regulations	Question Period	Crisis Management	Closing Program
3:00-4:00	Workshop continued	COFFEE	BREAK	Question Period	Question Period	
4:00-5:00	COFFEE	Program Planning and Budgeting	Question Period	Course Integration	Question Period	Closing Program continued
5:00-6:00	Workshop continued	COFFEE	COFFEE	COFFEE	COFFEE	COFFEE
6:00-7:00	COFFEE	COFFEE	COFFEE	COFFEE	COFFEE	COFFEE
7:00-8:00	COFFEE	COFFEE	COFFEE	COFFEE	COFFEE	COFFEE
8:00-9:00	COFFEE	COFFEE	COFFEE	COFFEE	COFFEE	COFFEE
9:00-10:00	Critique Session	PREP	Documentary films on different aspects of Philippine Life			

VI. FEES

Participants to the national institute shall pay a training fee of P400. Participation fees to the regional and provincial/city institutes is left to the discretion of the DEC.

VII. SITE

The national institute will be held at Marikina School of Arts and Trades. The regional institutes shall be held at the regional centers and/or in other places where there are training facilities available. The site of provincial/city institutes shall be determined by the school superintendent concerned.