

DEPARTMENT OF EDUCATION
EDUCATIONAL PLANNING AND PROGRAMMING
EDGAWARAN NG TINDAKAN SA KULTURA
(DEPARTMENT OF EDUCATION AND CULTURE)
Manila

April 1, 1976

DEPARTMENT MEMORANDUM
No. 100, April 1976

ALAY TANUM "ACTION AGAD" PROGRAM
AND RECOGNITION DAY

To the: Bureau Directors
Regional Directors
Chief of Services and
Heads of Units
Coordinator, State Colleges
and Universities
Schools Superintendents

1. Enclosed are a prototype "Action Agad" Alay Project prepared by the participants during the National Evaluation Seminar-Workshop held in Baguio City on February 26-29, 1976, and general rules in tree planting.
2. September 11, 1976 should be designated Alay Tanum Recognition Day. A feature of the program should be the awarding of appropriate prizes and/or certificates of recognition for the best Alay Tanum Project and the people responsible for it. Suggested criteria for judging this project follows:

Size and No. of	No. of	No. of	
Area	Seedlings	Students	TOTAL
Planted	Planted	Growing	Pupils
			Involved
10 pts.	20 pts.	20 pts.	15 pts.
1. Fruit			
Trees			
2. Forest			
Trees			
3. Cen-			
mental			
Trees			
TOTAL			

Grade/Year Level of Children _____

No. of Teachers Involved _____

Divisions _____

3. Alay Tarim aims at food production, conservation, beautification and reforestation as means of improving quality of life. As a continuing project of the D.E.C., there should be constant follow-up of activities and evaluation of performance.

4. It is requested that activities done in connection with this project be included in the reports of superintendents and regional directors.

5. Immediate dissemination of this Department Memorandum is desired.

(S.D.R.) JOSE B. MAGNO
Secretary of Education and Culture

Initials:

As stated

References:

Department Memorandums: Nos. 97, s. 1975
and 61, s. 1976

Attachment: 1-2-3-4-(D.O. 2-76)

To be indicated in the Departmental Index
under the following subjects:

CAMPAIGNS (Food Production)
CELEBRATIONS & FESTIVALS
COMMUNITY IMPROVEMENT
PROGRAM, SCHOOL
REPORT
RULES & REGULATIONS

GENERAL RULES OF PLANTING

1. The seedlings should be planted so that the roots should reach deeper than the downward drying of the soil during summer months.
2. The root collar should approximately be in the same position as it was in the nursery. In planting, give allowance for the recession of the soil.
3. The root system should be given as much space as possible so that the position of the roots is almost the same as it was in the nursery. Roots should not be curled upward. For bigger seedlings with long tap root and wide spreading lateral roots, make deeper and wider holes.
4. When planting in an area with poor drainage, set the seedlings on mounds.
5. When planting in an arid area, the seedlings should be set be on the surface level of the soil with the use of small canals, trenches or "furrows".
6. Only the best and fresh soil without undecomposed organic matter should be used in filling the holes above the roots.
7. In planting along the slopes, a step-like niche inclining toward the slope would be made. The seedling should be planted in the middle of the niche.
8. As a general rule, only one plant should be set in one hole except certain conditions as for beautification, soil control and when in doubt of plant survival.
9. The trees should be planted erect and the soil around the roots should be firmed thoroughly.
10. It is more economical to use the smaller seedlings provided they will be able to survive in the plantation.
11. The pruning or trimming of coniferous seedlings should be restricted to cutting back long tap roots because cutters do not avoid the pruning of the leaves. Broadleaf species stand pruning of both the leaves and roots.

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Section	Section Name	Description	Objectives	Methodology	Assessments
1.0	Section 1.0: General Overview	This section provides an overall overview of the project, including its purpose, scope, and key stakeholders.	Understand the project's purpose, scope, and key stakeholders.	Review project documentation, interview key stakeholders, and conduct a needs assessment.	Project Charter, Stakeholder Analysis Report, Needs Assessment Report.
2.0	Section 2.0: System Requirements	This section details the functional requirements of the system, organized by user role and system module.	Define functional requirements for each user role and system module.	Interview user roles, review system architecture, and analyze business processes.	Functional Requirements Document, System Architecture Diagram, Business Process Flowchart.
3.0	Section 3.0: System Design	This section outlines the system design, including database schema, data models, and system architecture.	Design the system architecture and database schema.	Review system requirements, conduct technical reviews, and perform design validation.	System Architecture Diagram, Database Schema Diagram, Design Validation Report.
4.0	Section 4.0: System Implementation	This section details the implementation plan, including development tasks, timelines, and resource allocation.	Develop the system according to the implementation plan.	Monitor progress, manage risks, and ensure quality through continuous integration and deployment.	Implementation Plan, Progress Report, Risk Register, Quality Metrics.
5.0	Section 5.0: System Testing	This section details the testing plan, including test cases, test environments, and quality metrics.	Test the system against defined test cases.	Execute test cases, analyze results, and resolve identified issues.	Test Plan, Test Results Log, Defect Resolution Report.
6.0	Section 6.0: System Deployment	This section details the deployment plan, including deployment strategy, timelines, and post-deployment monitoring.	Deploy the system to the production environment.	Monitor system performance, collect user feedback, and address any post-deployment issues.	Deployment Plan, Post-Deployment Monitoring Report.
7.0	Section 7.0: System Maintenance	This section details the maintenance plan, including monitoring, support, and updates.	Provide ongoing support and updates to the system.	Monitor system health, respond to user requests, and implement updates.	Support Log, Update History, User Feedback Summary.

