

Republic of the Philippines
(Republic of the Philippines)
DEPARTMENT OF EDUCATION AND CULTURE
(DEPARTMENT OF EDUCATION AND CULTURE)
Manila

January 30, 1978

DEPARTMENT MEMORANDUM

No. 32, s. 1978

SLOGAN AND POSTER DESIGN CONTESTS

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

1. In pursuance to Letter of Instructions No. 306 directing the initiation and implementation of a national cost reduction program, the National Cost Reduction Committee of which the Department of Education and Culture is a member, has announced the simultaneous holding of a slogan and a poster design contests for teachers and employees of the Department of Education and Culture in the regions and divisions.

2. There are three categories for each of these contests. They are the regional level, the Department level and the national or Inter-Department level. The first prize winners in the regional level will be considered entries in the Department level, and the first prize winners in the Department level will be entries in the national or Inter-Department level.

3. The prizes and awards are as follows:

a. Regional Level

First Prize - Gold pin plus P1,000
Second Prize - Silver pin plus P500
Third Prize - Bronze pin plus P250

Financial assistance in the amount of P1,000 will be given to each regional office. The balance and cost of pins will be taken from the region's allotment for maintenance and other operating expenses.

b. Department Level

First Prize - Gold medal plus P2,000
Second Prize - Silver medal plus P1,000
Third Prize - Bronze medal plus P500

c. Salary and/or Inter-Department Levy

- First Prize - Presidential Trophy plus P2,000
- Second Prize - Commissioner of the Budget
Trophy plus P2,000
- Third Prize - Director of the NARS Trophy
plus P1,000

4. Included are the LDT No. 506 dated February 3, 1977 and the guidelines for the signed and the poster design contests.

5. It is desired that the contents of this Department Memorandum be immediately disseminated to the field.

(SPO.) JUAN L. MALIN
Secretary of Education and Culture

Incls.:
As stated

Reference:
None

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

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

- ✓ COMPENSATION
- ✓ EMPLOYERS
- ✓ LEGISLATION
- ✓ SERVICES or COURSES
- ✓ TEACHERS

MANILA

Manila

LITTLE B OF INSTRUCTIONS NO. 506

DIRECTING THE INITIATION AND THE IMPLEMENTATION OF
A NATIONAL COST REDUCTION PROGRAM

TO : All Heads of Departments, Bureaus, Offices,
agencies including Government-Owned
and Controlled Corporations
The Acting Commissioner of the Budget

WHEREAS, the energy crisis and the world economic situation require that government take steps to economize in its operations;

WHEREAS, responsibility for effective and efficient operation of agencies of government is lodged with their respective agency heads and managerial staff;

WHEREAS, the principal task of the Management Office of the Budget Commission is the promotion of efficiency and economy in the government service;

NOW, THEREFORE, I, FERDINAND M. MARCOS, President of the Philippines, do hereby order and direct the following measures intended to achieve greater economy in government corporations;

1. All heads of Departments, Bureaus, Offices and agencies of government, including government-owned and controlled corporations, shall initiate, develop and implement a Cost Reducing Program which will result in increased economy in the operations of their respective agencies.

2. The Cost Reduction Program of each agency shall be reflected in a specification of objectives, targets, procedures, and generally the projects and mechanism for identifying and affecting cost reduction in agency operations, covering both current operating expenditures and capital outlays.

3. The implementation of the Cost Reduction Program shall be monitored and guided by the Management Services/Staffs of agencies who shall be organized into a National Committee and Departmental Committees for purposes of coordination. Sub-committees may be created as necessary.

4. The National Cost Reduction Committee shall consist of the Director of the Management Office of the Budget Commission as Chairman and as members, the Chiefs of the Financial and Management Services of all Departments of the national government.

5. The Departmental Cost Reduction Committee in each Department of the National Government shall consist of the Department's Financial and Management Service Chief as Chairman and as members, the heads of the Management Divisions (or equivalent) in all the bureaus, offices, agencies comprising or attached to the Department, including government owned and controlled corporations.

6. The National Committee shall develop specific guidelines, operating arrangements, and other details needed to implement the Cost Reduction Program, shall prepare a Quarterly Report to the President on the results of the Program, and shall submit such recommendations as may be called for to generalize and to formalize economy measures identified.

7. The Budget Commission, through its Management Office, shall extend technical assistance to the Committees and to individual agencies, to ensure the successful implementation of the program.

8. Expenses for the Committee may be borne by the respective participating agencies and, subject to approval of the Commissioner of the Budget, by the Budget Improvement Project.

9. Incentive awards for meritorious suggestions and accomplishments in Cost Reduction may be proposed by the National and Departmental Committees, in accordance with Section 33 of R.D. No. 802 and Section 1-7, Letter of Implementation No. 04.

DONE in the City of Manila, this 3rd day of February, in the year of Our Lord, nineteen hundred seventy-seven.

(SGD.) FERDINAND L. MARCOS
President of the Philippines

A true copy.

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

January 31, 1978

DEPARTMENT MEMORANDUM
No. 33, s. 1978

1978 SUMMER INSTITUTE ON YOUTH VOLUNTEER
MANAGEMENT FOR YCAE COORDINATORS

To: Bureau Directors
Regional Directors
Coordinators, State Colleges and Universities
Schools Superintendents
Heads of Private Schools, Colleges
and Universities

1. The Department of Education and Culture (DEC) and the Science Foundation of the Philippines (SFP) are jointly sponsoring a three-week summer Institute on Youth Volunteer Management for YCAE coordinators at Baguio Vacation Normal School, Teachers Camp, Baguio City from May 9 to 29, 1978. The training courses, Phase I and Phase II, will be conducted simultaneously on these dates.
2. The courses offered are based on the approved curriculum for Master of Arts in Education on Youth Volunteer Management with the corresponding number of units, to be credited by the Baguio Vacation Normal School. The maximum number of units for accreditation is nine (9) units.
3. The objectives of the summer institute are as follows:
Phase I
 - a. Re-orient YCAE coordinators on the revitalized Youth Civic Action Program;
 - b. Acquaint participants with their roles, functions and responsibilities in the effective implementation of the Youth Civic Action Program; and
 - c. Develop regional, division and school YCAE action plans geared to the development of rural and depressed communities, for the school year 1978-1979.

Phase I

- a. Report on the implementation of the YCAP in the divisions/regions;
 - b. Identify the strengths and weaknesses of the revitalized YCAP;
 - c. Account participants with the on-going YCAP projects like MOUNTAIN, WATERSHED, RAINBOW, etc.; and
 - d. Prepare a 5-year YCAP development plan for the school/division/region.
4. Participation in this 1978 summer institute shall be as follows:

Phase I

One full time regional YCAP coordinator from each region duly certified to by the regional director.

One duly designated full time division YCAP coordinator, with an outstanding performance/contribution to the YCAP for the school year 1977-1978, duly certified by the school's division superintendent.

Phase II

One (1) participant from each region and school division or a total of 150 participants for phase II. These participants should have attended the first phase summer leadership institute in May 1977; must have been duly designated YCAP coordinator and have actually performed as such during the school year 1977-1978.

5. Expenses for tuition fees, and board and lodging of each participant shall be borne by the Science Foundation of the Philippines. Transportation to and from Quezon City and other incidental expenses incurred by each participant shall be charged against local funds subject to the usual accounting and auditing regulation.

6. Deadline for submission of the names of participants duly certified by their respective school superintendents and/or regional directors is March 17, 1978.