

Republika ng Pilipinas
(Republic of the Philippines)
MINISTERIO NG KULTURA AT KULTURAS
(MINISTRY OF EDUCATION AND CULTURE)
Manila

October 4, 1979

MEMORANDUM
No. 246, s. 1979

SEMINAR-WORKSHOPS ON CONTINUING DEVELOPMENT OF PLANNING SKILLS
AND IDENTIFICATION OF SPECIFIC NEEDS OF DUU SCHOOLS

To: Bureau Directors
Regional Directors
Chiefs of Services and Heads of Units
Schools Superintendents

1. The Ministry of Education and Culture will hold a series of live-in regional seminar-workshops in connection with the implementation of the Decentralized Educational Planning Program focused on the depressed, disadvantaged and underserved (DUU) schools, and for the identification of their specific needs in the following regions:

Region I - Baguio City November 6-9, 1979
Region III - Angeles City November 13-16, 1979
Region IV (NCR) - Tagaytay City November 20-23, 1979
Region V - Cagayan de Oro City November 28-29, 1979
Region XI - Davao City December 4-7, 1979

2. The objectives of the seminar-workshops are as follows:

- a. Update the regional lists of DUU schools and their specific needs;
- b. Enrich/supplement the narrative situational analysis of the district/division/regional plans;
- c. Prepare project proposals based on the identified needs;
- d. Prepare a supplementary plan for DUU schools; and
- e. Prepare reports on travel distance and cost for budgetary purposes.

3. The regional offices concerned are requested to make the necessary arrangements for the accommodation and subsistence of the consultants, training and supportive staff and the participants. Facilities should be made available to insure the success of the live-in seminar-workshops. Supportive staff (clerks, illustrator and typists) will be provided by the regional offices.

4. Travel expenses and per diem of participants attendant to these seminar-workshops will be charged against the UNICRU funds for this project, subject to the usual accounting and auditing regulations.
5. The suggested program of activities and lists of participants, consultants and other personnel involved in the seminar-workshops are enclosed.
6. Immediate dissemination and implementation of this MFC Memorandum is desired.

(S.S.) GEORGE T. COLEMAN
Minister of Education and Culture

Incls.:

As stated

References:

MFC Memorandum: Nos. 289, s. 1978 and
148, s. 1979

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

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

EXPENSES
SCHOOLS
SEMINARS
WORKSHOPS

SUCCESSFUL PROGRAM OF ACTIVITIES

Time	First Day	Second Day	Third Day
8:00 - 9:30 A.M.	Registration	Opening Exercise	Opening Exercise
	Opening Program	Work Session	
	Orientation Procedures	Preparation of travel distance and cost	Identification of specific needs
	1. Objectives of the semi-annual workshop		
	2. Organized groups		Preparation of project proposals
	3. IEP/MSU and its relation to program		
	4. Other matters		
9:00 - 10:00 P.M.	Report on the analysis/evaluation of the Division/Regional Plans by JPS	Work Session	Work Session
	Recommendations for Improvement	Preparation of Situational Analysis of the Division/Region	(Continuation)
	Miscellaneous: Situational Analysis, Project Proposal, Supplementary Plans, etc.		
10:00 P.M.	Work Session	Work Session	Work Session
	Listing of LWC Schools by Class of Municipality	(Continuation)	Preparation of the Regional Supplementary RDP Plan
2:30 - 2:45 P.M.	Work Session	Work Session	Work Session
2:45 - 5:00 P.M.	Work Session	Work Session	Work Session
	(Continuation)	(Continuation)	(Continuation)

(Inclosure No. 2 to MEC Memorandum No. 246, s. 1979)

LIST OF PARTICIPANTS, CONSULTANTS AND OTHER PERSONNEL
INVOLVED IN THE SEMINAR-WORKSHOPS

Region I

Date : November 6-9, 1979

Duration : 4 days

Venue : Baguio City

Participants:

- 1 Regional Director
- 1 Assistant Regional Director
- 1 Regional Planning Officer
- 1 Regional Budget Officer
- 1 Regional Administrative Officer
- 1 Chief, Elementary Education Division
- 1 Assistant Chief, Elementary Education Division
- 1 Chief, Secondary Education Division
- 1 Chief, Higher Education Division
- 11 Assistant Schools Superintendents
- 11 Division Supervisors assigned to the Division
Planning Units
- 1 Consultant (NEDA Regional Social Services Specialist)

Total 32

Region III

Date : November 13-16, 1979

Duration : 4 days

Venue : Angeles City

Participants:

- 1 Regional Director
- 1 Assistant Regional Director
- 1 Regional Planning Officer
- 1 Regional Budget Officer
- 1 Regional Administrative Officer
- 1 Chief, Elementary Education Division
- 1 Assistant Chief, Elementary Education Division
- 1 Chief, Secondary Education Division
- 1 Chief, Higher Education Division
- 9 Assistant Schools Superintendents
- 9 Division Supervisors assigned to the Division
Planning Units
- 1 Consultant (NEDA Regional Social Services Specialist)

Total 28

Region IV (PCP)

Date : November 20-23, 1979

Duration : 4 days

Venue : Tagaytay City

Participants:

- 1 Regional Director
- 1 Assistant Regional Director
- 1 Regional Planning Officer

- 1 Regional Budget Officer
 - 1 Regional Administrative Officer
 - 1 Chief, Elementary Education Division
 - 1 Assistant Chief, Elementary Education Division
 - 1 Chief, Secondary Education Division
 - 1 Chief, Higher Education Division
 - 4 Assistant Schools Superintendents
 - 6 Division Supervisors assigned to the Division Planning Units
 - 1 Consultant (Project Specialist from Malacañang)
- Total 39

Region X

Date : November 25-29, 1979
 Duration : 4 days
 Venue : Cagayan de Oro City
 Participants:

- 1 Regional Director
 - 1 Assistant Regional Director
 - 1 Regional Planning Officer
 - 1 Regional Budget Officer
 - 1 Regional Administrative Officer
 - 1 Chief, Elementary Education Division
 - 1 Assistant Chief, Elementary Education Division
 - 1 Chief, Secondary Education Division
 - 1 Chief, Higher Education Division
 - 18 Assistant Schools Superintendents
 - 18 Division Supervisors assigned to the Division Planning Units
 - 1 Consultant (NEDS Regional Social Service Specialist)
- Total 36

Region XI

Date : December 4-7, 1979
 Duration : 4 days
 Venue : Davao City
 Participants:

- 1 Regional Director
 - 1 Assistant Regional Director
 - 1 Regional Planning Officer
 - 1 Regional Budget Officer
 - 1 Regional Administrative Officer
 - 1 Chief, Elementary Education Division
 - 1 Assistant Chief, Elementary Education Division
 - 1 Chief, Secondary Education Division
 - 1 Chief, Higher Education Division
 - 7 Assistant Schools Superintendents
 - 7 Division Supervisors assigned to the Division Planning Units
 - 1 Consultant (NEDS Regional Social Service Specialist)
- Total 28

