

Republika ng Pilipinas
(Republic of the Philippines)
MINISTRI NG EDUKASYON AT KULTURA
(MINISTRY OF EDUCATION AND CULTURE)
Maynila

November 9, 1979.

REC M E M O R A N D U M
No. 279, s. 1979

SEMINAR-WORKSHOP ON DECENTRALIZED EDUCATIONAL
DEVELOPMENT THROUGH PROGRAMS AND PROJECTS

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

1. The Program for Decentralized Educational Development (PRODED) is now entering a crucial phase which involves the training of the members of the PRODED Task Forces created earlier at the regional levels and the Technical Staff of the General Office members of which are to be drawn from the Bureau of Elementary Education and the Planning Service. The PRODED Task Forces and the Technical Staff are to play an important role in ensuring the successful development of local capability for engaging in project development work which would eventually result in financial assistance for such project(s).
2. To better prepare the PRODED Task Forces and the Technical Staff in meeting operational responsibilities and functions, a training program covering two phases is being organized under the sponsorship of the Educational Development Projects Implementing Task Force (EDPITAF). The first phase concerns the sectoral analysis, identification and preparation aspects of project development while the second phase deals with the appraisal, implementation and evaluation aspects. The program content of the first phase is given in the inclosure. Details on the content, structure and training dates of the second phase will be issued in January.
3. The first phase of the seminar-workshop is designed to provide participants training on the sectoral analysis, project identification and project preparation stages of the project development cycle. At the end of the seminar-workshop the participant should be able to:
 - a. demonstrate skills in the application of systematic analysis to decision-making in education programs and projects that will be formulated under the PRODED;
 - b. demonstrate skills on quantitative techniques of analysis for diagnosis, projections and evaluation purposes; and
 - c. identify and formulate projects into comprehensive form to expedite their appraisal and efficient execution.

4. The participants for both phases of the seminar-workshop shall come from the regional offices, the Bureau of Elementary Education and the Planning Service as provided below and are organized in two groups as follows:

Group I

Venue - Batulao Village Resort
Masugbu, Batangas
Dates - January 7-12, 1980

Participants:

- a. Members of the PRODED Regional Task Forces from Regions I, II, III, IV (NCR), IV-A and V composed of the Assistant Regional Directors, Regional Planning Officers, Chiefs of the Elementary Education Divisions and the EDPITAF Coordinators for projects in the aforementioned regions.
- b. 8 staff members of the Planning Service (6 to come from the Project Development and Evaluation Division)
- c. 8 staff members of the Bureau of Elementary Education

Group II

Venue - Holy Family Retreat
Cebu City
Dates - January 14-19, 1980

Participants:

- a. Members of the PRODED Regional Task Forces from Regions VI, VII, VIII, IX, X, XI and XII composed of the Assistant Regional Directors, Regional Planning Officers, Chiefs of the Elementary Education Divisions and the EDPITAF Coordinators for projects in these regions.
- b. 8 staff members of the Planning Service (6 to come from the Project Development and Evaluation Division)
- c. 8 staff members of the Bureau of Elementary Education

5. Participants will be provided with transportation expenses to and from their official stations by EDPIAF subject to the usual accounting and auditing requirements. Board and lodging will likewise be charged against the funds of EDPIAF.

6. It is desired that the contents of this Memorandum be brought immediately to the attention of all concerned.

(SGD.) HERMENEGILDO C. DUNLAC
Acting Minister of Education and Culture

Incl.:

As stated

Reference:

Bulletin: No. 3, s. 1979

Allotment: 1--(D.O. 1-76)

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

BUREAUS & OFFICES ✓

OFFICIALS ✓

PROJECTS ✓

STAFF

(Inclosure to MEC Memorandum No. 279, d. 1979)

TENTATIVE PROGRAM CONTENT

- I. A review of the PRODED concerns
- II. Sector analysis and project identification
 - the rationale for sector analysis
 - sector analysis within the context of a less developed society
 - major approaches to a sectoral analysis
 - the distribution of education services
- III. Project preparation
 - areas of study and levels of analysis in project preparation
 - the program aspect in project preparation
 - the technical aspect
 - the financial aspect
 - organization and management aspect of project preparation
- IV. Practicum
 - review of the education situation analysis in the region
 - formulation of a Regional Investment Framework

