

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

July 28, 1980

MEC M E M O R A N D U M
No. 156, s. 1980

DISTRIBUTION OF THE TEACHING GUIDES
IN PRACTICAL ARTS

To: Bureau Directors
Regional Directors
Presidents, State Colleges and Universities
Schools Superintendents

1. The Curriculum Development Center for Practical Arts which was established at the Technological University of the Philippines under the Textbook Development Project of the Ministry of Education and Culture, has completed the printing of the pilot edition of the Teaching Guides in Practical Arts as approved by the Textbook Board.
2. These teaching guides consist of 15 separate titles for the areas of Industrial Arts, Business and Distributive Arts, Home Economics, Agricultural Arts, and Fishery Arts. They shall be distributed to secondary schools during school year 1980-81 as part of the curriculum refinement process adopted by the Practical Arts Center as well as to alleviate the lack of such materials in the field.
3. Inclosed with this Memorandum is the allotment of the guides by region and by division.
4. Schools superintendents or their authorized representatives shall acknowledge receipt of such guides allotted to their respective division by signing the Invoice-Receipt for Property (IRP). Two copies of said IRP shall be forwarded to the TUP Practical Arts Center.
5. As soon as the guides reach the Division Offices, the same shall be distributed immediately to the schools with the corresponding instructions for their use. The Division Supply Officer shall also issue the appropriate Memorandum-Receipt for record purposes.

6. School heads and teachers who will be using the guides should consider the suggestions contained therein, particularly in the light of the conditions obtaining in the schools, the needs of the community, and available resources. The guides contain a wide range of instructional units which may possibly be taught under ideal situations, hence, schools are advised to select only the elements which they can support and carry out effectively.

7. The Practical Arts Center shall monitor the use of the guides and determine all potential areas for the enrichment thereof.

8. Other matters pertaining to the distribution shall be referred to the Textbook Board Secretariat, 2153 Pasong Tamo, Makati, Metro Manila; while matters pertaining to the use of the teaching guides as well as suggestion for their improvement may be referred to the Practical Arts Center, Technological University of the Philippines, Ayala Boulevard, Manila.

(SGD.) ONOFRE D. CORPUZ
Minister of Education and Culture

Incl.:

As stated

Reference:

None

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

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

CENTERS
COURSE OF STUDY, SECONDARY
CURRICULUM
SCHOOLS
TEACHERS

(Inclosure)

ALLOTMENT OF TEACHING GUIDES*

<u>Region/Division</u>		<u>No. of Sets</u>
Region I (Ilocos)		
	Regional Office	1 set
1. Abra		8 sets
2. Benguet		4 "
3. Ilocos Norte		12 "
4. Ilocos Sur		8 "
5. La Union		16 "
6. Mt. Province		8 "
7. Pangasinan		28 "
8. Baguio City		8 "
9. Dagupan City		4 "
10. Laoag City		4 "
11. San Carlos City		8 "
Region II (Cagayan Valley)		
	Regional Office	1 set
1. Batanes		4 sets
2. Cagayan		8 "
3. Ifugao		4 "
4. Isabela		8 "
5. Kalinga-Apayao		4 "
6. Nueva Viscaya		4 "
7. Quirino		4 "
Region III (Central Luzon)		
	Regional Office	1 set
1. Bataan		8 sets
2. Bulacan		8 "
3. Nueva Ecija		12 "
4. Pampanga		12 "
5. Tarlac		12 "
6. Zambales		8 "
7. Angeles City		4 "
8. Olongapo City		4 "
9. Cabanatuan City		4 "
10. San Jose City		4 "

* Each Division Office shall retain one set for their use.

Region IV (Southern Tagalog)

	Regional Office	
1. Aurora		1 set
2. Batangas		4 sets
3. Cavite		8 "
4. Laguna		4 "
5. Marinduque		12 "
6. Occidental Mindoro		8 "
7. Oriental Mindoro		8 "
8. Palawan		4 "
9. Quezon		8 "
10. Rizal		12 "
11. Romblon		8 "
12. Batangas City		4 "
13. Cavite City		8 "
14. Lipa City		4 "
15. Lucena City		8 "
16. San Pablo City		4 "

Region V (Bicol)

	Regional Office	
1. Albay		1 set
2. Camarines Sur		4 sets
3. Camarines Norte		4 "
4. Catanduanes		8 "
5. Masbate		4 "
6. Sorsogon		8 "
7. Iriga City		4 "
8. Legaspi City		4 "
9. Naga City		4 "

Region VI (Western Visayas)

	Regional Office	
1. Aklan		1 set
2. Antique		8 sets
3. Capiz		8 "
4. Guimaras		8 "
5. Iloilo		8 "
6. Negros Occidental		12 "
7. Bacolod City		12 "
8. Bago City		4 "
9. Cadiz City		4 "
10. Iloilo City		4 "
11. La Carlota		4 "
12. Roxas City		4 "
13. San Carlos City		4 "
14. Silay City		4 "

Region VII (Central Visayas)

	Regional Office	1 set
1. Bohol		4 sets
2. Cebu		12 "
3. Negros Oriental		4 "
4. Siquijor		4 "
5. Cebu City		4 "
6. Dumaguete City		4 "
7. Lapu-Lapu City		4 "
8. Mandawe City		4 "
9. Toledo City		4 "

Region VIII (Eastern Visayas)

	Regional Office	1 set
1. Biliran		4 sets
2. Eastern Samar		4 "
3. Leyte		12 "
4. Northern Samar		4 "
5. Southern Leyte		8 "
6. Western Samar		4 "
7. Calbayog City		4 "
8. Ormoc City		4 "
9. Tacloban City		4 "

Region IX (Western Mindanao)

	Regional Office	1 set
1. Basilan		4 sets
2. Sulu		4 "
3. Tawi-Tawi		4 "
4. Zamboanga del Norte		8 "
5. Zamboanga del Sur		4 "
6. Dipolog City		4 "
7. Pagadian City		4 "
8. Zamboanga City		4 "

Region X (Northern Mindanao)

	Regional Office	1 set
1. Agusan del Norte		4 sets
2. Agusan del Sur		4 "
3. Bukidnon		4 "
4. Camiguin		4 "
5. Misamis Occidental		4 "
6. Misamis Oriental		8 "
7. Siargao		4 "
8. Surigao del Norte		4 "
9. Butuan City		4 "
10. Cagayan de Oro City		4 "
11. Gingoog City		4 "
12. Ozamis City		4 "
13. Surigao City		4 "

Region XI (Southern Mindanao)

	Regional Office	1 set
1. Davao del Norte		12 sets
2. Davao del Sur		4 "
3. Davao Oriental		4 "
4. Surigao del Sur		8 "
5. South Cotabato		8 "
6. Davao City		4 "
7. General Santos City		8 "

Region XII (Central Mindanao)

	Regional Office	1 set
1. Lanao del Norte		4 sets
2. Lanao del Sur I (Maranao)		4 "
3. Lanao del Sur II		4 "
4. Maguindanao		8 "
5. North Cotabato		4 "
6. Sultan Kudarat		4 "
7. Cotabato City		4 "
8. Iligan City		4 "
9. Marawi City		4 "

National Capital Region (NCR)

	Regional Office	1 set	
District I	- City of Manila	12 sets	
District II	- Quezon City San Juan Marikina Mandaluyong Pasig	12 "	
District III	- Caloocan City Malabon Navotas Valenzuela	12 "	
District IV	- Pasay City Makati Las Piñas Parañaque Taguig Muntinlupa Pateros	12 "	