

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

August 27, 1981

MEC M E M O R A N D U M
No. 160, s. 1981

SEMINAR-WORKSHOP ON THE SCHOOL HEALTH
GUARDIAN PROGRAM

To: Bureau Directors
Regional Directors
Schools Superintendents

1. To gear the School Health Guardian Program to the goals and thrusts of the New Republic, a five-day seminar-workshop will be planned and conducted in each region by the chairmen of the regional and division working committees on health and nutrition.
2. Expected to attend are the five members of the regional and division working committees as stated in MEC Memorandum No. 69, s. 1981. In addition, for the Mindanao regions, the World Food Program (WFP) regional and division coordinators who are not members of the working committees as well as the chairmen of the WFP regional secretariat should attend the seminar-workshop; the regional and division supply officers will attend during the first two days of the workshop. The number of participants allotted for each region is listed in Inclosure No. 1. In order that all regions can avail of the services of the consultants from the School Health and Nutrition Center, a suggested schedule of the seminar-workshop is also inclosed.
3. Representatives from the vocational schools/ colleges health and nutrition working committees, and from the private school health officers associations, are encouraged to attend the seminar-workshop. The schools concerned are expected to shoulder the expenses of their respective delegates.
4. The following are the objectives of the seminar-workshop:

- a. Orient the participants on the goals and thrusts of the New Republic, particularly those concerning health and nutrition and Paglingap I and II;
- b. Evaluate the projects of SHGP in the light of the above goals;
- c. Redirect plans for a more effective implementation, administration and supervision of the SHGP;
- d. Make plans for WFP Project expansion (Mindanao area) and phase-in/phase-out scheme of CARE, CRS; and
- e. Adopt ways and means to link nonformal education and SHGP.

5. The expected output of the seminar-workshop and the materials which the participants should bring to the workshop are given in Inclosure No. 2.

6. Travel expenses of the participants will be charged against the funds of the School Health and Nutrition Center, subject to the usual accounting and auditing rules and regulations.

7. It is desired that the contents of this Memorandum be brought immediately to the attention of all concerned and that a copy of the training design prepared by each region be submitted to this Office, at least a week before the scheduled date of the seminar-workshop, for the information and guidance of the consultants.

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

Incls.:
As stated

Reference:
MEC Memorandum: (No. 69, s. 1981)

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

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

BUREAUS & OFFICES ✓	OFFICIALS ✓
HEALTH EDUCATION ✓	SEMINAR ✓
NUTRITION EDUCATION ✓	WORKSHOP ✓

(Inclosure No. 1 to MEC Memorandum No. 160, s. 1981)

NUMBER OF PARTICIPANTS, CONSULTANTS AND SUGGESTED DATES/VENUES

No. of Participants				Dates	Suggested Venue	SHNC Consultant
Region	Region	Division	Total			
I	6*	55	61	Dec. 7-11, 1981	Laoag City	Team I
II	5	35	40	Dec. 1-5, 1981	Tuguegarao	"
III	5	45	50	Oct. 19-23, 1981	Angeles City	"
IV	5	80	85	Feb. 1-5, 1982	Bookman Bldg. Q. C.	Team II
NCR	6*	20	26	Jan. 25-29, 1982	FPSTA Bldg. Q. C.	"
V	5	45	50	Feb. 8-12, 1982	Legazpi City	"
VI	5	70	75	Jan. 4-8, 1982	Iloilo City	Team III
VII	6*	45	51	Jan. 11-15, 1982	Cebu City	"
VIII	5	45	50	Jan. 18-22, 1982	Tacloban City	"
IX	7	54	61	Oct. 5-9, 1981	Zamboanga City	Team IV
X	8*	74	82	Oct. 12-16, 1981	Cagayan de Oro City	"
XI	7	42	49	Sept. 28-Oct. 2, 1981	Davao City	"
XII	7	52	59	Sept. 21-25, 1981	Cotabato City	"

* Including the head of the ANC

Regions IX to XII - including the chairman of the Regional WFP secretariat; regional WFP coordinator of Region X; regional and division supply officers except the six divisions receiving CARE and CRS commodities

CONSULTANTS FROM THE SCHOOL HEALTH AND NUTRITION CENTER

<u>Team I</u>	<u>Team II</u>	<u>Team III</u>	<u>Team IV</u>
Dr. Rodolfo de Guia	Dr. Luis Alfiler	Dr. Francisco Bolinao	Dr. F. T. Bolinao
Mr. Abraham G. Manuel	Dr. F. T. Bolinao	Mr. Abraham Manuel	Mrs. L. T. Juad
Mrs. Thelma G. Santos	Mr. Abraham Manuel	Mrs. Thelma G. Santos	Mr. A. Manuel
	Mrs. M. Saludar	Dr. Lilia Diezmos	Mrs. T. Santos
			Mrs. Saludar

Consultants from Other MEC Offices:

Non-Formal Education
 Bureau of Elementary Education
 Bureau of Secondary Education
 Research and Evaluation
 National Research Development Center for Teacher Education
 Information and Publication Service

EXPECTED OUTPUT OF THE SEMINAR-WORKSHOP

A. Regional/Division Project Coordinators of the SHGP

1. Integrated action program on the SHGP SY 1981-1982; 1982-1983, geared towards goals and thrusts of the New Republic
2. Action Program for individual project SY 1981-1982
3. List of major problems on the implementation, management and supervision, monitoring and evaluation of the SHGP
4. List of recommendations and strategies to resolve the identified problems
5. Design for the training of district supervisors, school heads and teachers on program operation

B. Regions IX, X, XI and XII, participants concerned:

1. Guidelines and instrument for the selection of schools for WFP Project Expansion/for CARE phase-in phase-out scheme
2. List of problems encountered in the receipt, acknowledgment and delivery of MEC-CARE/CRS/WFP commodities and recommending solutions thereto.
3. System and strategies used in the local distribution of commodities for economy and corresponding transport cost
4. Measures to prevent internal losses of commodities while in the custody of the schools/warehouses/commercial bakeries
5. Format of contract of services to be entered into by and between the local forwarder contractor of the Region/Division
6. Updated distribution map and location areas of drop-off points including the location of consignee schools in the division being served thereby.

(Inclosure No. 2 to MEC Memorandum No. 160, s. 1981)

REPORTS AND OTHER MATERIALS TO BE BROUGHT TO THE WORKSHOP
BY THE PARTICIPANTS

A. All Regional/Division Participants

1. Regional and division integrated action program on the SHGP and Action Programs for Individual Projects under the SHGP, SY 1980-1981; 1981-1982
2. Regional quarterly progress reports and division monthly progress reports for individual projects CY 1980 and 1981
3. Copies of regional and division bulletins, memorandums, guidelines on individual projects
4. Distribution lists of teaching guides and unit texts focussed on nutrition, by division and school
5. Individual supervisory program for SY 1981-1982

B. Regional/Division WFP Coordinator and Supply Officers; Chairmen of Regional WFP Secretariat

1. Status Report on the construction/improvement of water systems and garden structures
2. Distribution list of weighing scales, by division/school
3. Baseline data on height/weight and nutritional status of Grade I pupils, by schools, SY 1981-1982
4. Regional and division contracts with truckers/forwarders and vouchers for disbursement of CDC for the 5th and 6th shipments of WFP commodities
5. Regional/division distribution lists of the 5th and 6th shipments of WFP commodities
6. Revised regional and division location maps showing drop-off points/recipient schools and corresponding distances
7. Updated commodity supply (balance of stock) at the regional and division levels as of August 31, 1981

C. Division Coordinators of WFP, CARE and CRS

1. Masterlist of participating schools with corresponding number of participants, SY 1981-1982