

Republika ng Pilipinas  
(Republic of the Philippines)  
MINISTRI NG EDUKASYON, KULTURA AT ISPORTS  
(MINISTRY OF EDUCATION, CULTURE AND SPORTS)  
Manila

April 19, 1983

MEMO M-E M O R A M E U M  
No. 86, s. 1983

TWELFTH DEVELOPMENT PROGRAM FOR SCHOOLS  
DISTRICT SUPERVISORS

To: Bureau Directors  
Regional Directors  
Schools Superintendents

1. The twelfth development program for schools district supervisors, under the auspices of the Civil Service Commission and the Ministry of Education, Culture and Sports will be held at Teachers Camp, Baguio City, from May 17 to June 12, 1983. The program content is given in Inclosure No. 1 to this Memorandum.
2. Also inclosed is a list of participants to the twelfth program for schools district supervisors. Any change in the list should be communicated to this Office, attention: Assistant Secretary for Personnel Management and Development, through the Regional Director.
3. Each participant will be required to pay P250 for training fee and materials. The training fee, transportation expenses to and from the official station, and the daily allowance of P10 participants are entitled to, should be charged against local funds, subject to the usual accounting and auditing regulations. Accommodations and meals for the duration of the program shall be paid by the Ministry of Education, Culture and Sports.
4. Participants are required to submit a health certificate (General Form 86) duly signed by a government physician and certified by their respective superintendents attesting to their being physically fit to undertake the training program. It is important that participants be in excellent health and should have no history of hypertension, cardiac or other serious ailment considering the requirement of the program in Baguio City.







5. Participants should bring with them necessary information about their districts, such as: profile of the district including statistics on population of the area, number of schools, school buildings, etc., list of practices and educational trends etc. which may be utilized for exercises in planning or project development.

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

(SGD.) ONDRE D. CORPUZ  
Minister

Incls. :  
As stated

Reference:  
MPC Memorandum No. 59, s. 1981

Attachment: 1-2--(D.O. 1-75)

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

BUREAUS & OFFICES  
OFFICIALS  
TRAINING PROGRAM









(Inclosure No. 1 to MECS Memorandum No. 86, s. 1983)

DEVELOPMENT PROGRAM FOR SCHOOLS DISTRICT SUPERVISORS

PROGRAM CONTENT

I. Orientation

Introduction to Training

- Objective
- Content
- Methodology
- Requirements
- Evaluation Procedure

II. Personal Awareness

Framework for Development

- Philippine Socio-Cultural Development
- Perspective for National Development:  
Current Issues and Problems
- The New Constitution and the Modified  
Parliamentary System
- National Security
- The Philippines in World Politics and  
International Diplomacy
- Human Settlements/RRR

III. Educational Leadership

A. The Environment of the Schools District Supervisor

- MECS Thrusts - The PRODED Programs
- New Elementary Curriculum, Teacher Development,  
LAC's; Role of District Supervisors
- Instructional Supervision
- Nonformal Education

B. Rural-Urban Dynamics

- Community Development - Strategies and Approaches
- Field Visit to Observe Rural or Community Develop-  
ment Projects

C. The Philippine Civil Service System







#### IV. Management Process, Concepts, Tools and Techniques

##### The Schools District Supervisor--as an Administrator

- Systems Approach to Education
- Budgeting Principles
- Educational Planning
- Budgeting Process
- Effective Communication
- Feasibility Study/Project Development
- Problem Analysis and Decision Making

#### V. Human Resource Management

##### Employee Motivation and Productivity

- Management by Objectives
- Performance Appraisal System
- Motivation and Productivity
- Employee Development
- Administrative Discipline
- Personnel Actions
- Team Building for Organizational Effectiveness
- Conflict Management

##### Other Activities

- Physical Fitness and Spiritual Exercises
- HRC
- Cultural/Social Activities









(Inclosure No. 2 to RECS Memorandum No. 85, s. 1983)

LIST OF PARTICIPANTS TO THE TWELFTH DEVELOPMENT  
PROGRAM FOR SCHOOLS DISTRICT SUPERVISORS

Region I

Adelaida Espetido	Pangasinan
Shirley Abbiencia	Pangasinan
Palmarin T. Batara	Ilocos Norte
Baltazar A. Rapanot	Ilocos Sur
Asteria R. Macasi	La Union
Adelina C. Plando	Abra

Region II

Eduardo O. Cabañan	Cagayan
Rodrigo Gulangan	Cagayan
Edna C. de Yre	Cagayan
Crescencia P. Tabut	Batanes
Felisa B. Gato	Batanes

Region III

Florina Aspa Morje	Zambales
Elsa Edano	Zambales
David F. Dumleo	Zambales
Teofisto S. Favila	Bulacan
Urbano Magpayo	Bulacan
Feliciano A. Manlutan	Pampanga
Restituto T. Vitug	Pangasinan
Ricardo V. Vitoria	Nueva Ecija

National Capital Region

Aderacion M. Acuña	Manila
Isabel K. Karcas	Manila
Ricardo R. Gaelo	Manila
Adrea A. Manlulo	Pasay City
Ruben T. Santos	Pasay City

Region IV

Avelina Bandoja	Batangas
Natividad A. Aguda	Batangas
Esmeraldo B. Portes	Quezon
Americo A. Aldea	Quezon
Maximo M. de Grano	Quezon
Gliceria Batilando	Laguna
Celestino Maligat	Laguna
Andros B. Samaniego	Cavite
Emelina C. Ramirez	Cavite
Wera F. Frandojas	Romblon







Region IV (Continued)

Maria P. Bautista  
Dorcas de Guzman

Oriental Mindoro  
Lipa City

Region V

Celso Ramirez  
Nora C. Arizon  
Nelly T. Rodulfo  
Dionisia Escueta  
Fortunato Sta. Ana Reyes  
Benjamin S. Refa  
Ebrada H. Espiana  
Helen A. Estur  
Balbino A. Pabellin  
Ellen Costa

Masbate  
Masbate  
Catanduanes  
Catanduanes  
Albay  
Albay  
Sorsogon  
Sorsogon  
Camarines Sur  
Legazpi City

Region VI

Juan F. Belcira  
Vito V. Bautista  
Ascencion P. Libo-on  
Trinidad N. Paguntalan  
Pedro B. Jupal  
Eulogio B. Geraña  
Aurora B. Segovia

Iloilo  
Iloilo  
Iloilo  
Iloilo  
Negros Occidental  
Aklan  
Iloilo City

Region VII

Mariano T. Ceniza  
Hermogenes Letigio  
Francisco L. Yap  
Freddy T. Matela  
Jose C. Cabantan  
Flaviano O. Daben  
Emilia B. Valmorla  
Salome Pastor

Cebu  
Cebu  
Cebu  
Cebu  
Toledo City  
Mandauue City  
Cebu City  
Dumaguete City

Region VIII

Crispin Boholst  
Fructuoso R. Cazar  
Ramon E. Morillo  
Manuel M. Gainguing

Leyte  
Leyte  
Leyte  
Southern Leyte









Region IX

Abdurahim S. Manzur	Tawi-Tawi
Samuel C. Anawi	Tawi-Tawi
Henry F. Rodriguez	Tawi-Tawi
Pablo G. Adriatico	Zamboanga del Norte
Elena L. Bisler	Zamboanga del Sur

Region X

Catalino V. Peñares	Surigao del Norte
Manuel S. Titar	Bukidnon
Reneato Calingasan	Bukidnon
Mieva M. Reyes	Misamis Oriental
Paulita C. Ampang	Misamis Occidental
Rolando B. Butalid	Gingoog
Leonila Sanchez	Surigao City
Manito Macelicang	Ozamis City
Tomas Banaag	Campugan

Region XI

Juliet D. Dogoldogal	South Cotabato
Daniel Aguilar	South Cotabato
Corazon Aninon	Davao del Sur
Esmerina M. Monton	Davao del Sur

Region XII

Florencio S. Maglupay	North Cotabato
Remedios C. Pania	North Cotabato
Josa H. Mela	Leona Sur
Marna Batagan	Marawi City





