

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

July 6, 1984

MECS MEMORANDUM  
No. 132, s. 1984

DEVELOPMENT PROGRAM FOR REGIONAL SUPERVISORS

To: Bureau Directors  
Regional Directors

1. A Development Program for Regional Supervisors will be conducted by this Ministry from July 23 to August 18, 1984 in Teachers Camp, Baguio City. The program content is inclosed.
2. Regional directors are requested to communicate to this Office, Attention: Office of the Assistant Secretary for Personnel Management and Development as to changes in the list of participants, copy also inclosed.
3. All expenses for board and lodging for the duration of the program will be borne by the Ministry of Education, Culture and Sports.
4. Participants will pay only their transportation expenses from their station and return, chargeable against local funds, subject to the usual accounting and auditing regulations.
5. All participants are required to undergo physical checkup and to submit a health certificate (General Form 86) duly signed by a government physician and attested to by the Regional Director concerned as to their being physically fit to undertake this kind of training in Baguio City. Only those who are in good health and have no histories of asthma, hypertension, nervous breakdown, or heart ailment should participate in this Program.
6. It is desired that the contents of this Memorandum be brought immediately to the attention of those concerned.

(SGD.) JAIME C. LAYA  
Minister







Incls.:  
As stated

Reference:  
MECS Memorandum No. 140, s. 1983

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

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

OFFICIALS  
QUALIFICATIONS  
TRAINING PROGRAM









## DEVELOPMENT PROGRAM FOR REGIONAL SUPERVISORS

### I. Introduction

The Development Program for Regional Supervisors aims to develop the leadership and management skills of the supervisors as administrators of educational programs and as leaders in community development. It is designed to enhance the managerial capabilities, leadership and inter-personal skills of supervisors to enable them to discharge their functions more effectively in the context of national goals, the goals of the system and the specific requirements of their area of service.

### II. Specific Objectives

More specifically, the regional supervisors are expected to:

1. gain an awareness of current thrusts in the country and in the MECS system;
2. implement educational development programs within the region in the most innovative and facilitative manner;
3. work as change agents and help expedite transfer of technology and disseminate information;
4. increase self-awareness, achieve value and attitude reorientation for more effectiveness.

### III. Course Curriculum

#### Module I - Personal Awareness

##### Framework for Development

- Perspective for National Development: Current Issues and Problems
- Philippine Socio-Cultural Development
- The New Constitution of the Philippines - and the Modified Parliamentary System
- The Philippines in World Politics and International Diplomacy
- National Security
- Social Welfare Programs; Housing, KKK, Sariling Sikap







Module II - Educational Thrusts

- Increasing Economic Knowledge
- Values Development in Our Schools
- Towards a Filipino Ideology
- Science and Technology in Schools
- Cultural Values

Module III - Management Skills and Organizational Leadership

A. Management Concepts

- Systems Approach to Education
- Educational Planning
- The Budget Process
- Team Building for Organizational Effectiveness
- Effective Communication
- Problem Analysis and Decision Making
- Management by Objectives

B. Management of Personnel

- The Philippine Civil Service System/ Personnel Actions
- Developing and Managing Personnel
- Understanding and Motivating Personnel
- Employee Performance Evaluation

Other activities

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









(Inclosure No. 2 to MECS Memorandum No. 132, s. 1954)

LIST OF PARTICIPANTS

Region I

Teresita Bauzon  
Rosie Bugnyong  
Jaime Pimentel  
Luz Deogracias

Region II

Teodomiro P. Baquitan  
Felix Ruiz  
Felina G. Castillejos

Region III

Rosita Catpuz  
Magdalena Luyue  
Miguel Sison  
Carmen Bimbuyu  
Daniel Nazal

N C R

Leonardo G. Ancheta  
Jose D. Gonzales Jr.  
Dolores G. Rubio

Region IV

Pureza I. Vallejos  
Francisco S. Perca  
Godofredo P.  
Monte de Ramos  
Wilfredo S. Mata  
Florecita S. Mercado  
Ruben M. Dolar

Region V

Zeneida Sto. Tomas  
Napoleon Marino  
Eduardo Freyra

Region VI

Maria Lilia A. Gaduyon  
Victor A. de la Cruz  
Melchor Calmorin  
Pedro Turmon

Region VII

Leone Villafior  
Josue Quiano  
Paulita Ortes

Region VIII

Arturo Tingzon  
Arsenio Desiate  
Ildefonso L. Betana  
Reebel Taju  
Imedie Balagopo  
Emilia V. Aranas

Region IX

Petrona Dalagan  
Ninfa Tahir  
Felicitas Manuel  
Serafina De Fiesta

Region X

Nicasio I. Domingo Jr.  
Victoriano S. Cruz  
Ethel Medel  
Bartolomena Comendador

Region XI

Lilia Buenavista  
Alfredo Mateo  
Flora Bautista  
Eleanor Chan  
Ursula Valderama  
Dalmacio Maghuyop  
Patricia Navarro  
Laura Corsino  
Jose Baldonado Jr.  
Librada Rufo

Region XII

Juan Talama  
Alberto Malcampo





