

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

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ECS M E M O R A N D U M
No. 146, s. 1985

DIRECTING THE PROMPT IDENTIFICATION AND RESOLUTION OF GRIEVANCES
OF SCHOOL TEACHERS AND EDUCATION SUPPORT PERSONNEL

To: Bureau Directors
Regional Directors
Chief of Service and Heads of Units/Centers/Offices
Schools Superintendents
Vocational School Superintendents/Administrators/Principals

1. It shall be the policy of the Ministry to promptly recognize and act upon grievances of school teachers and education support personnel. Matters within the scope of authority and responsibility of the Ministry shall be promptly resolved within the context of delegated authority. School authorities shall coordinate with the agencies concerned on those matters that are outside of the scope of the Ministry's authority.
2. Regional Directors and Heads of Bureaus/Centers/Offices shall take the initiative in cleansing the ranks of their respective offices and shall take the necessary steps in order to correct or otherwise to resolve complaints relative to abuses committed by schools personnel. Ministry personnel who are themselves the causes of grievance shall be dealt with under pertinent law and regulations. Efforts shall focus in particular on addressing complaints about graft and corruption, favoritism, abuse of authority, incompetence, unauthorized contributions, and other similar irritants. School officials should set a good example for all to follow, whether in academic, administrative, or personal behavior.
3. School officials shall maintain open lines of communication with organizations of school teachers and support personnel within their respective jurisdictions. Regular meetings with such organizations are encouraged for the purpose of identifying and resolving grievances, eliciting suggestions generally for the improvement of the school system and discussing issues of professional or general interest. Qualified experts may be invited by the school head where appropriate.
4. The management and finances of school activities, particularly canteen, kindergarten, school garden and shop, shall be in proper order. Financial statements shall be posted on bulletin boards and otherwise made available promptly to schools personnel. Teachers and support personnel shall be fully and promptly informed of details of operation of these activities.
5. School officials shall encourage full communication with local executives and national agencies in order that queries properly addressed to those government units or agencies can be promptly clarified or acted upon. In particular, school adminis-

trators shall take the necessary steps to see to it that teachers and support personnel are informed of the status of Local School Board funds. School officials shall extend full cooperation with local and national officials wishing to engage in dialogue on official matters and issues with education personnel.

6. Strangers alleging that they are teachers sometimes make an appearance in schools on some pretext or other. School officials shall strictly enforce standing regulations that government facilities may be used only on prior authorization. Such authorization shall be given after careful consideration and only in favor of groups and persons with a legitimate purpose and not to groups and persons known to advocate violation of law and government regulations.

(SGD.) JAIME C. LAYA
Minister

Reference:
None

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

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

EMPLOYEES
MEETINGS
OFFICIALS
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