



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
UL Complex, Meralco Avenue
Pasig, Metro Manila

TANGGAPAN NG KALIHIM
(OFFICE OF THE SECRETARY)

August 10, 1998

DECS MEMORANDUM
No. 325, s. 1998

**STAGE IV OF THE DECS – US PEACE CORPS ENGLISH LANGUAGE
ASSISTANCE (ELA) PROJECT**

To: Undersecretaries
Assistant Secretaries
Regional/Bureau Directors
Schools Superintendents

1. In consonance with the Memorandum of Agreement signed among the Department of Education, Culture and Sports, the US Peace Corps/Philippines and the Philippine National Volunteer Service Coordinating Agency (PNVSCA), the fourth stage of the English Language Assistance (ELA) Project shall be implemented beginning SY 1998 – 1999.

2. A fourth batch of Volunteers shall be phased in the project per the following schedule:

August 8, 1998	- Arrival in the Philippines
August 9-15	- Orientation in Manila
August 16 – Sept. 15	- Pre-Service Training (Phase I)
September 16 – 17	- Supervisors' and Counterparts' Conference
September 18	- PNVSCA Turn Over Ceremony/ Swearing-In of Volunteers
September 28 – Nov. 27	- Division/School Practicum or On the Job Experience
November 30 – Dec. 18	- Intensive Technical Training (Phase 2)
December 21 – Sept. 18, 2000	- Volunteer Service

3. Volunteers will be assigned to the different participating regions, but will serve requesting divisions as indicated in on-site surveys conducted. They shall assist not only teachers of English but also Science and Math teachers who use English as medium of instruction.

4. Divisions where the Volunteers are rendering service shall take care of the arrangements for their accommodations (preferably with host families) and for providing the five-hundred-peso (P500.00) per month additional allowance per Volunteer as well as reimbursing work-related travel expenses.

5. The Regional Director through the Elementary and/or Secondary Education Division Chiefs shall have over-all supervision of the project. The Schools Superintendents or an Assistant Schools Superintendent shall have direct supervisory responsibility over the Volunteers while the Division Supervisor of English shall be their counterpart.

6. To orient the Schools Superintendents or Assistant Schools Superintendents and the Division Supervisors of English concerned on the project, a Supervisors' and Counterparts' Conference shall be held on September 16 - 18 in Dumaguete City. Travel expenses to and from the venue shall be charged against local funds, subject to the usual accounting and auditing rules and regulations.

7. Immediate and wide dissemination of this Memorandum to all concerned is desired.

Andrew Gonzalez
ANDREW GONZALEZ, FSC
mt Secretary *pat*

Reference: DECS Memorandum: No. 312, s. 1997

Allotment: 1—(D.O. 50-97)

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

LANGUAGE
PROJECTS
SERVICE
TEACHERS