



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
DECS Complex, Marikina Avenue
Pasig City, Philippines



Sama-Sama
as DECS

Tanggapan ng Kalihim
Office of the Secretary

September 6, 2000

DECS MEMORANDUM

No. 399, s. 2000

**TRAINING AND EVALUATION WORKSHOPS FOR THE TEXTBOOK COMPONENT
UNDER SEMP, TEEP AND SEDIP 2000**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services/Centers and Heads of Units
Regional Directors
Schools Division/City Superintendents
All Others Concerned

1. This Memorandum pertains to the conduct of training and evaluation workshops to evaluate learning materials submitted under the CY2000 Textbook Component of the Social Expenditure Management Program (SEMP), Third Elementary Education Project (TEEP), and the Secondary Education Development and Improvement Project (SEDIP).
2. The training and evaluation workshops shall be held following the schedule contained in Enclosure 1. These workshops shall be supervised by officials and staff of the DECS Instructional Materials Council Secretariat (IMCS), Bureau of Elementary Education (BEE), Bureau of Secondary Education (BSE), SEDIP Project Management Office, and TEEP-PISU.
3. Participants to the above workshops shall be sent individual letters indicating the specific schedule and venue of the activity/ies they are expected to attend and/or contacted directly by staff from the DECS-IMCS or through the Regional Textbook Evaluation Coordinators (TECs) re. final preparations and arrangements for said activity/ies.
4. Necessary and allowable expenses for the above workshops such as transportation and travel expenses, board and lodging of participants, venue rental, supplies, honoraria for/fees of evaluators/resource persons/facilitators, and all other expenses shall be chargeable against funds from SEDIP, TEEP-PISU, and the DECS Trust Fund for Evaluation (Enclosure 2).
5. All regional directors, schools division superintendents, and school heads concerned are enjoined to facilitate the participation of the selected individuals coming from their areas to the latter's assigned workshop(s).

E-Mail Address:
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"Together Let Us Build This Nation Through Education"

Tel. # 02-633-7228 or 7208
Fax # 02-632-0806

6. For any query or clarification on this matter please contact the DECS-IMCS Evaluation and Training Division (Attention: Lulu Pilor or Daisy Santos) at tel. nos. 634-10-54 or 634-1072.

7. For the information and guidance of all concerned.

Andrew Gonzalez
ANDREW GONZALEZ, FSC
Secretary

Encls.:

As stated

Reference:

None

Allotment: 1--(D.O. 50-970

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

~~TEXTBOOKS~~
~~WORKSHOPS~~

**TRAINING AND EVALUATION WORKSHOPS FOR
SEMP, SEDIP, AND TEEP 2000
(As of 1 Sept mb r 2000)**

A. SEMP 2000

Venue: Quirino Hall, Teacher's Camp, Baguio City
Dates: October 3-19, 2000

Arrival at workshop venue	October 3 (pm)
Training of evaluators	October 4 - 7, 2000
Evaluation period for evaluators	October 7 - 17, 2000
Addtl. evaluation time for BEE/BSE staff and Resource Persons	October 18 - 19, 2000

B. TEEP 2000

Venue: Princess Pansol Laguna, Miramonte Vill., Pansol
Dates: October 23-November 6, 2000

Arrival at workshop venue	October 23 (pm)
Training of evaluators	October 24-26, 2000
Evaluation period for evaluators	October 26-November 4
Addtl. evaluation time for BEE staff and Resource Persons	November 5-6, 2000

C. SEDIP 2000

Venue: Quirino Hall, Teacher's Camp, Baguio City
Dates: November 4-18, 2000

Arrival at workshop venue	November 4 (pm)
Training of evaluators	November 5 - 7, 2000
Evaluation period for evaluators	November 7 - 16, 2000
Addtl. evaluation time for BSE staff and Resource Persons	November 17 - 18, 2000

NOTE: Above dates and venues subject to change depending on final dates of submission and opening of bids under SEMP, TEEP, and SEDIP. For any query or clarification on this matter please contact the DECS IMCS Evaluation and Training Division (Attention: Lulu Pilor or Daisy Santos) at telephone nos. 634-1054 or 634-1072.

(Enclosure No. 2 to DECS Memorandum No. 399, s. 2000)

ESTIMATED BUDGET REQUIREMENT FOR TRAINING AND EVALUATION WORKSHOPS
FOR SEMP, SEDIP, AND TEEP 2000
As of 25 August 2000

	COST	UNIT	SEMP ELEMENTARY	TEEP ELEMENTARY	TOTAL	FUND SOURCE
AVE. NO. OF PAX			90	34		
AVE. NO. OF DAYS			14	12		
BOARD AND LODGING	700	per pax/day	882,000	285,600	1,167,600	TEEP PISU
CONF. VENUE RENTAL	3,000	per day	42,000	36,000	78,000	TEEP PISU
EVALUATION FEES	4,000	per pax	360,000	136,000	496,000	TRUST FUND
TRAVEL EXPENSES	3,000	per pax	270,000	102,000	372,000	TRUST FUND
TRANSPORT OF BOOKS			5,000	5,000	10,000	TRUST FUND
SUPPLIES, ETC.	250	per pax	22,500	8,500	31,000	TRUST FUND
TOTAL			1,581,500	573,100	2,154,600	

	COST	UNIT	SEMP SECONDARY	SEDIP SECONDARY	TOTAL	FUND SOURCE
AVE. NO. OF PAX			54	49		
AVE. NO. OF DAYS			14	13		
BOARD AND LODGING	700	per pax/day	529,200	445,900	975,100	SEDIP FMO
CONF. VENUE RENTAL	3,000	per day	42,000	39,000	81,000	SEDIP FMO
EVALUATION FEES	4,000	per pax	216,000	196,000	412,000	TRUST FUND
TRAVEL EXPENSES	3,000	per pax	162,000	147,000	309,000	TRUST FUND
TRANSPORT OF BOOKS			5,000	5,000	10,000	TRUST FUND
SUPPLIES, ETC.	250	per pax	13,500	12,250	25,750	TRUST FUND
TOTAL			967,700	845,150	1,812,850	