



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
**KAGAWARAN NG EDUKASYON**  
DEPARTMENT OF EDUCATION  
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DepEd MEMORANDUM  
No. 213, s. 2003

**JUL 03 2003**

**THE EXECUTIVE PROJECT MANAGEMENT COURSE**

To: Bureau Directors  
Regional Directors  
Directors of Services/Centers and Heads of Units  
Schools Division/City Superintendents

1. The Staff Development Division-Human Resource Development Service (SDD-HRDS) in collaboration with Centre for International Education Global Colleges Consulting Group (CIEGCCG) shall offer the Executive Project Management course with Emphasis on Monitoring and Evaluation to be held on August 25-29, 2003 at ECOTECH, Cebu City.
2. This course introduces to the participants the entire project management life from conceptualization, planning and implementation, including the nature of project environments, project organization, project initiation team, estimating resources and creating a resource plan, monitoring project progress, developing the project operations manual, and project institutionalization for the first three (3) days. The last two days of the training will be a hands-on computer application of the whole gamut of project management.
3. Participants to the course are two (2) school administrators from each region who have served as regional SEDP, SBMDP or science trainers, with computer skills and have managed or are currently managing school-based projects and preferably not over 45 years old. Central office participants are HRMOs, EPS and other technical staff involved in managing projects. The breakdown of number of participants from the central office and project team members is indicated in the enclosure.
4. For more information, please contact Ms. Zaida T. Azcueta, at tel. nos. 638-86-38, 632-13-61 to 71, local 2216; 2217 and 2036.
5. Travel and per diem of participants are chargeable against local funds while other expenses which include board and lodging of participants and project staff, training package cost, travel expenses of SDD/NEAP participants and project staff, supplies and contingency fund are chargeable against HRDS Training and Development Funds, subject to the usual accounting and auditing rules and regulations.
5. Immediate and wide dissemination of this Memorandum is desired.

  
EDILBERTO C. DE JESUS  
Secretary

Madel: executive project  
6-18-03

Encl.:

As stated

Reference:

None

Allotment: 1—(D.O. 50-97)

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

OFFICIALS  
TRAINING PROGRAMS

Enclosure to DepEd Memorandum No. 213, s. 2002  
Executive Project Management Course

No. of Participants per Office (Central Office)

OSEC- 2  
Adm. Service - 3  
FMS - 3  
EWBD/Personnel HRDS - 2  
Tech. Service - 1  
Planning Service - 3  
BEE - 3  
BSE - 3  
BNFE - 3  
HNC - 2  
NETRC - 2  
NEAP/SDD - 5  
School Administrators from 15 regions - 30

Facilitators/Project Staff

Rolando Magno  
Zaida T. Azcueta  
Nerissa L. Losaria  
Leodigaria Javate  
Isabelita Acosta  
Melinda Alviar