

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

March 4, 1987

DECS O R D E R  
No. 18, s. 1987

DEFINING THE POWERS, DUTIES AND RESPONSIBILITIES  
OF THE MEMBERS OF THE TPEE AND PROVIDING FOR THE  
REORGANIZATION OF THE TPEE SECRETARIAT

To: Bureau Directors  
Regional Directors  
Chief of Service and Heads of Units/Centers  
Schools Superintendents  
Presidents, State Colleges and Universities  
Heads of Private Schools, Colleges and Universities

1. By virtue of Administrative Order No. 15 dated February 11, 1987, providing for the reorganization of the various ministries of the National Government into departments pursuant to Art. VII of the 1986 Constitution, and in accordance with the Reorganization Plan of the Department of Education, Culture and Sports calling for the integration, reconstitution and renaming of various DECS offices and centers designed to make the Department more responsive to the educational needs and problems of the nation, the definition of the powers, duties and responsibilities of the TPEE members and the reorganization of the TPEE Secretariat are hereby ordered, as follows:

- a. Technical Panel Proper. The Technical Panel for Engineering Education (TPEE), hereinafter referred to in this Order as the Panel, shall serve as a consultative, advisory and recommendatory body to the Department of Education, Culture and Sports through the Bureau of Higher Education and the Board of Higher Education.
- b. Technical Panel Secretariat. The Technical Panel for Engineering Education Secretariat, hereinafter referred to in this Order as the Secretariat, shall serve as the technical support staff of the Panel and shall ensure the continuity of and implement the Panel's purposes, functions and responsibilities. The Secretariat shall be constituted in accordance with Section 5 of MECS Order No. 9, s. 1987 and shall be under the Bureau of Higher Education (BHE) as provided for in Section 6 Rule II,

Part IV and in conjunction with Section 6, Rule III, Part IV of Batas Pambansa Blg. 232, otherwise known as the Education Act of 1982.

- c. Composition. The Panel shall be duly constituted in accordance with paragraph 5 of aforesaid MECS Order No. 9, s. 1987.
- d. Functions. The Panel shall be responsible for the upgrading, development, regulation, supervision and promotion of quality engineering education in the country and shall perform the roles, functions and responsibilities pursuant to paragraph 4 of MECS Order No. 9.
- e. Powers, Duties, and Responsibilities of the Officers, Members, and Executive Secretary.

(1) Chairman. The Panel shall be headed by the Chairman, who shall be the Chief Executive and Administrative Officer of the Panel. The Director of the Bureau of Higher Education shall act as chairman of the Panel.

Specifically, the Chairman shall have the following powers and functions:

- (a) Exercise general supervision in all matters within the jurisdiction of his office or relating to the operation thereof and as such, shall have general supervision over the Secretariat and shall approve all programs and activities of the Panel and the Secretariat.
- (b) Preside over all meetings of the Panel. In his absence or incapacity, and whenever a meeting is deemed necessary, the Vice Chairman or the Chairman's duly authorized representative shall preside.
- (c) Supervise, enter into or cause the execution of all contracts, deeds and instruments for the proper conduct of the business of the Panel, except as especially provided otherwise by existing rules and regulations, and in accordance with law.

(d) Submit an annual report to the Secretary of Education, Culture and Sports through the Board of Higher Education on the accomplishments of the TPEE during the preceding year, stating its financial operations and status and setting both the programs and budget for the succeeding year.

(e) Appoint or cause the appointment of the Executive Secretary, the Secretariat staff, consultants and other personnel as may be necessary and may remove or cause the removal of the same for cause, after due process, except as may be expressly provided otherwise, in accordance with the Civil Service Law. In conjunction with this, he shall define and approve the duties and responsibilities of the Executive Secretary and the Secretariat staff.

(f) Create, if necessary, committees composed of but not limited to, any or all of the members of the Panel, to effectively discharge the functions of the Panel.

(g) Exercise such other powers and duties as may be delegated or authorized by the DECD, and are inherent in or incident to the Office of the Panel Chairman. Provided, however, that insofar as may be desirable for the efficiency of the conduct of the Panel's activities and affairs, he may delegate any of his functions to any of the members of the Panel.

2. Vice Chairman. There shall be an Office of the Vice Chairman of the Panel. The Vice Chairman shall have the following powers and duties:

(a) Preside over Panel meetings in the absence or incapacity of the Chairman.

(b) Shall temporarily perform such functions expressly delegated by the Chairman or the Board of Higher Education Chairman, as the case may be, whenever the Chairman is unable to

perform his duties and exercise his powers due to absence, incapacity or other causes.

(c) Perform such other functions as may be assigned to him by the Chairman or the Panel.

(3) Panel Members. The Panel members comprise the policy-making body and shall exercise policy-making functions in accordance with the general policies, plans and programs on engineering education as may be formulated by the DECS, and as provided for by the Panel's charter.

In addition to policy-making, the Panel Members shall perform the following duties and responsibilities:

(a) Represent their respective sectors and articulate the views of the same in all Panel meetings and undertakings.

(b) Participate actively in the study, discussion, deliberation and analysis of professional/disciplinary technical issues and problems, and recommend specific actions in the resolution of such.

(c) Undertake and prepare research and development studies and other technical papers or cause the conduct of such activities and provide the leadership or the expertise in relation thereto in order to enhance the effectivity of the Panel.

(d) Formulate, prepare or cause the formulation, preparation and implementation of the Engineering Education Development Plan which will serve as the framework for the rationalization of the engineering education system in the country.

(e) Deliberate on engineering schools and programs evaluation reports and recommend appropriate actions thereon.

(f) Formulate and adopt such rules and regulations as it may deem necessary for the effective discharge of its responsibilities.

(g) Perform such other duties and responsibilities, and conduct such other activities as may be consistent with the proper execution of the Panel's mandated functions and their furtherance.

(4) Executive Secretary. The Executive Secretary shall be the Chief Executive Officer of the Secretariat. He shall be directly responsible to the Chairman and shall exercise direct supervision of the Secretariat and its activities.

Specifically, he shall have the following duties and responsibilities:

- (a) Plan, organize, direct, coordinate and supervise the programs, thrusts and activities of the Secretariat in accordance with the general guidelines and policies as may be formulated by the Chairman, the Panel or the Board of Higher Education.
- (b) Exercise direct administrative supervision over all units of the Secretariat.
- (c) Formulate guidelines, policies, rules and regulations which are necessary for the effective management of the Secretariat.
- (d) Recommend to the Chairman the appointment of staff, consultants as well as other needed personnel to ensure continuity of and effective operation of the Panel and the Secretariat.
- (e) Be responsible for the disbursement of the TPEE funds and account for such disbursements made and submit periodic financial reports to the Panel.
- (f) Perform such other functions inherent in and incident to the Office of the Executive Secretary, and as may be assigned by the Chairman of the Panel.

2. Internal Structure - The Chairman is hereby conferred the authority to provide the internal structure, rules and regulations of the Panel as may be deemed advisable and necessary for the effective administration of its affairs.

3. Reorganization of the Secretariat - The Chairman shall likewise reorganize or cause the reorganization of the Secretariat consistent with the objectives of the Panel, and in line with the need to upgrade institutional capability.

4. Repealing Clause - Any and all agreements, orders, rules and regulations or parts thereof inconsistent herewith are hereby deemed superseded, amended, suspended or modified accordingly.

5. This Order shall take effect immediately.

(SGD.) LOURDES R. QUISUMBING  
Secretary

Reference:

-MECS Order: (No. 3, s. 1987)

Allotment: 1 - (I.O. 1-87)

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

✓ AMENDMENT  
✓ COMMITTEE

✓ Course of Study, COLLEGIATE  
✓ RULES & REGULATIONS