



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON, KULTURA AT SPORTS
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
DECS - Central Office/Manila Office
Pasig City, Philippines



Sama-Sama
sa DECS

Tanggapan ng Kalihim
Office of the Secretary

March 18, 1998

DECS ORDER
No. 27, s. 1998

TRAINING OF ADDITIONAL TEXTBOOK EVALUATORS

To: Bureau/Center Directors
Concerned Regional Directors
Schools Superintendents
Heads of Public/Private Schools
All others concerned

1. This DECS Order pertains to the training of additional textbook evaluators from various regions in preparation for the evaluation of materials submitted by private publishers under the Second Textbook Call. Materials submitted under this Textbook Call which pass evaluation by DECS shall be eligible for purchase and use in public schools starting SY1999-2000.

2. New textbook evaluators, primarily for Grade 4-6 and High School III and IV materials, must be identified and trained in preparation for the evaluation of materials received from private publishers this first quarter. The training of additional evaluators shall be done following the schedule in Annex 1. The number and breakdown of participants to be trained shall be determined by the DECS Instructional Materials Council Secretariat (IMCS) who shall relay this information to the concerned regions. The two-day live-in trainings shall be conducted by senior officials from the DECS IMCS and other concerned DECS Central Office Bureaus.

3. Concerned DECS Regional Offices are hereby directed to immediately identify and tap qualified individuals from both the public and private sectors to serve as evaluators for this Textbook Call and undergo training (see Annex 2 for criteria and qualifications of evaluators).

4. Necessary and allowable expenses for the training of evaluators from DECS such as for supplies, travel and registration fees for board and lodging of trainers and participants shall be chargeable against their respective Office's budget for INSET or other allowable source. Evaluators from the private sector, however, will have to fund their own participation in these trainings. DECS Regional and Division Offices are also enjoined to finance the services of substitute teachers who may be needed to take the place of DECS Textbook Evaluators in the latter's schools during the training.

SCHEDULE OF ADDITIONAL TRAININGS OF TEXTBOOK EVALUATORS
As of 17 March 1998

Two-day live-in trainings shall be held following this schedule:

	REGIONS COVERED	VENUE	DATE*
A.	IX, X, XI, XII, XIII, ARMM	Cag. de Oro	April 2-3
	Coordinator: DECSRO & Textbook Evaluation Coordinator**		
B.	Various regions*** (to be determined by IMCS)	Manila	April 27-29
	Coordinator: DECS-IMCS		

* Schedule considered final unless decided otherwise and new schedule is communicated to all concerned

** Coordinator shall be responsible for choosing and making arrangements for the training venue, board and lodging and determination of fees to be collected from participants

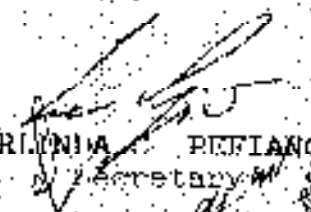
*** Training of additional evaluators from various regions may or may not push through depending on the number of submissions of private publishers under the 2nd Call

**ELIGIBILITY CRITERIA FOR AN INDIVIDUAL TO BE CONSIDERED
AS A TEXTBOOK EVALUATOR
(AG OF 17 March 1998)**

To become eligible to serve as a DECS Textbook Evaluator, an individual:

- a. Must be a Filipino citizen;
- b. Must be a master teacher, subject area specialist and/or curriculum expert for one subject or more in Grades 4- 6 or High School III-IV with at least five years of relevant experience in said subject(s) and preferably not more than 55 years old;
- c. Must not have, and must not have had in the last two years, any employer-employee relationship with or received any form of compensation from any private publisher who is likely and will actually submit textbooks for evaluation during this Second Textbook Call;
- d. Must not have any conflict of interest (e.g., must not be a writer/author/contributor of any textbooks to be evaluated, must not be related up to the third degree of consanguinity or affinity to any textbook publisher and must be willing to reveal personal information necessary to avert any conflict of interest);
- e. Must be willing and able to evaluate around 4 to 3 sets of textbooks and teachers manuals in his/her own time (between May 9 to June 21, 1998 for this Second Call) and, later, willing and able to travel to attend and participate in a team evaluation activity lasting 4-8 days (between June 21 to July 4, 1998 also for this Second Call) and which may or may not be held in his/her province/city;
- f. Must have been granted permission/authority by his/her principal/schoolhead or employer to serve as evaluator and attend/perform necessary activities as such;
- g. Must not give in to any undue influence or compromise the integrity of the evaluation process (e.g., must not accept any gift or favor extended by any party who may want certain materials approved and/or disapproved for reasons beyond merit);
- h. Must have very good communication skills and legible handwriting;
- i. Must keep his/her identity as evaluator confidential; and
- j. Must complete and submit a DECS Textbook Evaluator's Form (to be distributed during the Training of Evaluators) and a copy of his/her Curriculum Vitae with 1" x 1" latest photo (also during the training).

5. The DECS policy prohibiting teachers to be pulled out from their classes during schooldays shall not apply to teachers who serve as textbook evaluators provided that necessary arrangements are made to ensure continuation of classes even in their absence.
6. Concerned Regional Textbook Evaluation Coordinators (TECs) may attend the training of evaluators involving participants from their respective region. TECs are expected to follow the Guidelines for DECS Regional Offices for the Training of Textbook Evaluators as contained in DECS Order No. 19, s. 1998.
7. The DECS IMCS shall communicate directly with the TECs of concerned regions re. final preparations and arrangements for the trainings. The DECS IMCS is currently based at the former IMDC Complex, A. Ma. Regional St., Area XI, UP Diliman Campus, Quezon City (Tel. Nos. 920-0981 to 84 and Fax 920-1987).
8. For immediate dissemination and guidance of all concerned.


ERLINDA PERALTA
Secretary

Incls. As stated

Reference: DECS Order No. 19, s. 1998

Attachment: 1—(D.O. 50-97)

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

CHANGE

TEXTBOOKS

TRAINING PROGRAMS