



REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
 (Merrill Avenue, Pasig City)

April 13, 1999

OFFICE OF THE SECRETARY

DECS O R D E R

No. 38, s. 1999

**AMENDMENT TO DECS ORDER NO. 8, S. 1999 RE
 APPROVED TEXTBOOKS AND TEACHER'S MANUALS FOR SY1999-2000**

To: Undersecretaries and Assistant Secretaries,
 Bureau/Center/Regional Directors,
 Schools Superintendents,
 DECS Resident Auditors,
 All others concerned.

1. Marking of books to avoid diversion and sale of government books. Effective immediately, concerned DECS officials (e.g., school administrators/supervisors, supply officers, and/or property custodians) should indicate, using rubber stamp and/or permanent ink, the following information on the title page (first inside page) of all books received by or on-hand in their respective DECS offices/schools:

**NOT FOR SALE
 GOVERNMENT PROPERTY
 ALLOTTED TO**

District/School: _____
 Division: _____
 1st SY Introduced: _____

2. Monitoring funding and deliveries of books. Starting this year, DECS Offices procuring/receiving books from publishers should also require the latter to indicate, using rubber stamp and/or permanent ink, the following information to be placed below or near the information required in item (1) above:

FUNDING SOURCE WITH YEAR:

(e.g., CY1999 Regional Textbook Budget,
 CY1999 Provincial or Municipal Schoolboard/SEF funds,
 CY1999 DECS MOOE, etc.)



Tel. No. 6337208
 Fax No. 6320805

Publishers should also be required to print the words "GOVERNMENT PROPERTY - NOT FOR SALE" for English titles and "PAG-AARI NG PAMAHALAAN - HINDI IPINAGBABILI" for Filipino titles on the upper left hand corner of the front cover of all textbooks and teacher's manuals which are purchased by/for DECS schools using government funds.

3. Business Addresses of Publishers with Approved Materials. Business addresses of publishers with approved textbooks and teacher's manuals are contained in Annex 1 of this DECS Order. As contained in DECS Order 25, s. 1999, DECS Officials are reminded to procure textbooks and teacher's manuals only from DECS-accredited suppliers of the approved books.
4. Ownership of the approved textbook and teacher's manual entitled "Learn and Enjoy Mathematics 2" (set no. 109), page 5 of Annex 1 of DECS Order No. 8, s. 1999. Said textbook and teacher's manual is published by Ricson Enterprises and not by Trinidad Publisher as contained in said DECS Order.
5. For the information and guidance of all concerned.

Andrew Gonzalez
ANDREW GONZALEZ, FRC
Secretary

Reference: DECS Order (No. 8, s. 1999)

Allotment: 1--(D.O. 50-97)

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

AMENDMENT
POLICY
TEXTBOOKS