



MAR 08 2010

DepEd ORDER  
No. **21**, s. 2010

2010 CENSUS OF POPULATION AND HOUSING

To: Bureau Directors  
Regional Directors  
Regional Secretary – DepEd ARMM  
Schools Division/City Superintendents  
Heads, Public and Private Elementary and Secondary Schools

1. Pursuant to Resolution No. 15 series of 2009 of the National Statistical Coordination Board (NSCB) and in compliance with Batas Pambansa Blg. 72 which provides for the taking of integrated census every ten (10) years beginning in 1980 in accordance with the plans prepared by the National Census and Statistics Office now the National Statistics Office (NSO), the National Census Coordinating Board (NCCB) hereby enjoins all agencies of the government to provide assistance to the conduct of the 2010 Census of Population and Housing (CPH) in May 2010, with May 1 as reference date.

2. The 2010 CPH aims to provide the government planners, policy makers and administrators with data on which to base their social and economic development plans and programs. Specifically, the 2010 CPH aims to obtain a complete count of population and its size, composition, demographic characteristics, and geographic distribution in the Philippines; take stock of the housing units or living quarters in the country and their structural characteristics, available facilities and geographic distribution, collect other household and barangay characteristics. Relative to this, Administrator Carmelita Ericta of NSO requests assistance from the Department of Education (DepEd) for the successful operation of the 2010 CPH, for which a Memorandum of Agreement (MOA) has been entered into by and between DepEd and NSO to achieve this end (Enclosure No. 1).

3. In this connection, all DepEd regional and field offices are directed to provide the following assistance:

- a. Publicity and information drive through announcement of census undertaking in school activities: Parents-Teachers Association (PTA) meetings and others;
- b. Inclusion of lectures on the importance of census data for use in grade schools and high schools; and
- c. Use of available classrooms for the training of census enumerators and supervisors.

4. More importantly, this CPH requires the services of about 60,000 field enumerators (ENs), 12,000 Team Supervisors (TSs), and 3,000 Census Area Supervisors (CASs) to complete the census operations in 23-day period. The conduct of enumeration of all households and institutions will begin on May 17 and will last for about 21 days.

5. Batas Pambansa Blg. 72, Section 4, also provides that the Schools Division Superintendent (SDS) or in the case of provinces with more than one schools divisions, the SDS designated by the NCCB, shall be the Vice Chairman and the Provincial Statistics Officer (PSO) of NSO, the Executive Officer (EO) of the



Provincial Census Board (PCB); the SDS of the city shall be the Vice Chairman of the City Census Board (CCB), and the District Supervisor (DS) shall be one of the members of the Municipal Census Board (MCB).

6. In this connection, the Regional Directors are instructed to issue a memorandum relative to the assignments of their respective Schools Division/City Superintendents and District Supervisors in this coming 2010 CPH.

7. NSO shall provide DepEd with allocation of required DepEd census personnel (EN, TS and CAS) at the city/municipality, or district level.

8. SDS shall provide NSO with the list of available DepEd personnel who shall act as ENs, TSs and CASs at the city/municipality or district level, based on the allocation provided by the NSO.

9. SDS shall submit to NSO a waiver and a list of areas where no DepEd personnel is willing to be assigned/deployed either as EN, TS or CAS due to peace and order problems and other valid reasons.

10. SDS in consultation with the PSO of NSO shall designate the DSs as CASs in a city/municipality following the prescribed guidelines, that is, preferably residents in assigned city/municipality, preferably not more than 45 years of age and physically fit to travel.

11. In the absence of a DS in the city/municipality or if the DS or principal would not qualify as CAS, as specified in Item No. 10, the next in rank DepEd personnel shall be designated as CAS in that city/municipality by the SDS, in consultation with the PSO of NSO.

12. DepEd Division personnel who shall serve as CASs shall attend the 2010 CPH 3<sup>rd</sup> Level Training to be scheduled by NSO in April 2010 at the NSO Provincial Offices.

13. DepEd Division personnel who shall be designated as CASs shall serve as trainers during the 4<sup>th</sup> level Training for ENs and TSs to be scheduled by NSO in April to May 2010 at various city/municipality training centers.

14. All concerned DepEd personnel shall undertake the field work for the census starting on May 17, 2010 until the completion of their work in their assigned area but not to extend beyond June 12, 2010, unless otherwise justified as per evaluation of their immediate supervisor in their census work.

15. Any DepEd personnel found negligent in carrying out his/her duties as specified in the 2010 CPH Supervisor's Manual, or any trained DepEd personnel who shall refuse to render services without valid reason shall be dealt with appropriate administrative action to be set jointly by the DepEd and NSO.

16. Immediate dissemination and strict compliance of this Order is directed.

  
**JESLI A. LAPUS**  
Secretary

Encl.: As stated

Reference: DECS Memorandum: No. 94, s. 2000

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

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

CENSUS  
DATA

POPULATION EDUCATION  
SCHOOLS

## MEMORANDUM OF AGREEMENT

### KNOW ALL MEN BY THESE PRESENTS:

This **MEMORANDUM OF AGREEMENT (MOA)** is made and entered into by and between:

The **Department of Education**, with principal office at DepEd Complex, Meralco Avenue, Pasig City, herein represented by **Secretary JESLI A. LAPUS**, and hereinafter referred to as **DepEd**.

and

The **National Statistics Office**, with principal office at Solicarel Building, Ramon Magsaysay Boulevard, Sta. Mesa, Manila, herein represented by **Administrator CARMELITA N. ERICTA**, and hereinafter referred to as the **NSO**.

### WITNESSETH:

**WHEREAS**, *Commonwealth Act (CA) No. 591* authorizes the Bureau of the Census and Statistics, now known as the National Statistics Office (NSO), "to prepare for and undertake all censuses of population, agriculture, industry, and commerce", and *Batas Pambansa (BP) Bilang 72*, mandates the taking of an integrated census every ten (10) years beginning in 1980;

**WHEREAS**, the NSO shall conduct the **2010 Census of Population and Housing (2010 CPH)** in May 2010 with the primary objective of providing government planners, policy makers, and administrators with data on which to base their social and economic development plans and programs. Specifically, the 2010 CPH aims to obtain a complete count of population, and its size, composition, demographic characteristics, and geographic distribution in the Philippines; take stock of the housing units or living quarters in the country and their structural characteristics, available facilities and geographic distribution; collect other household and barangay characteristics;

**WHEREAS**, the 2010 CPH requires the services of about 60,000 field enumerators (ENs), 12,000 Team Supervisors (TSs), and 3,000 Census Area Supervisors (CASs) to complete the census operations in a 23-day period;

**WHEREAS**, NSO, for purposes of field quality control, will field one TS for every five ENs, and one CAS for every city/municipality or every five TSs, whichever is applicable;

**WHEREAS**, Section 7 of BP Blg. 72 states that *public school teachers* shall be employed for enumeration work and for such service, shall be paid an honorarium as may be determined by the National Census Coordinating Board (NCCB), but in no case not less than two hundred-fifty pesos, and shall receive service credits equivalent to the number of days rendered in census work;

**WHEREAS**, Section 4 of BP Blg. 72 also provides that the Schools Division Superintendent (SDS), or in the case of provinces with more than one school division, the SDS designated by the NCCB shall be the Vice Chairman and the Provincial Statistics Officer (PSO) of NSO, the Executive Officer (EO) of the Provincial Census Board (PCB); the SDS of the city shall be the Vice Chairman of the City Census Board (CCB), and the District Supervisor (DS) shall be one of the members of the Municipal Census Board (MCB);

**WHEREAS**, National Statistical Coordination Board (NSCB) Resolution No. 12 approved on 06 July 2009, urged for the declaration of May 2010 as National Census Month, while NSCB Resolution No. 14 also approved on 06 July 2009, enjoined agencies, including the DepEd, to provide assistance to the NSO for the conduct of the 2010 CPH;

**NOW THEREFORE**, in consideration of the above premises, the parties have agreed to the following terms and conditions:

**I. HIRING/TRAINING OF DEPED PERSONNEL**

1. Avail the services of DepEd personnel as ENs, TSs, and CASs for the 2010 CPH;
2. DepEd shall issue a memorandum circular to its Regional Directors for the membership of the SDS of the province and the city as Vice-Chairman of the PCB and CCB, respectively, and the DS as member of the MCB; and for availing the services of the school teachers as ENs or TSs, and DSs or the next in rank as CASs;
3. NSO shall provide DepEd with allocation of required DepEd census personnel (EN, TS, and CAS) at the city/municipality, or district level;
4. DepEd shall provide NSO with the list of available DepEd personnel who shall act as ENs, TSs, and CASs at the city/municipality or district level, based on the allocation provided by the NSO;
5. DepEd shall submit to NSO a waiver and a list of areas where no DepEd personnel is willing to be assigned/deployed either as EN, TS, or CAS due to peace and order problems and other valid reasons;
6. SDSs of DepEd, in consultation with the PSO of NSO shall designate the DSs as CASs in a city/municipality following the prescribed guidelines, that is, preferably residents in assigned city/municipality, preferably not more than 45 years of age, and physically fit to travel;
7. In the absence of a DS in the city/municipality or if the DS or principal would not qualify as CAS, as specified in No. 6 above, the next in rank DepEd personnel shall be designated as CAS in that city/municipality by the SDS, in consultation with the PSO of NSO;
8. DepEd personnel who shall serve as CASs shall attend the 2010 CPH 3<sup>rd</sup> Level Training to be scheduled by NSO in April 2010 at the NSO Provincial Offices;

9. DepEd personnel who shall be designated as CASs shall serve as trainers during the 4<sup>th</sup> Level Training for ENs and TSs to be scheduled by NSO in April to May 2010 at various city/municipal training centers.
10. DepEd personnel who shall act as ENs or TSs shall attend the 2010 CPH 4<sup>th</sup> Level Training to be scheduled by NSO in April to May 2010 at various city/municipal training centers;
11. All concerned DepEd personnel shall undertake the field work for the census starting on 17 May 2010 until the completion of their work in their assigned area but not to extend beyond 12 June 2010, unless otherwise justified as per evaluation of their immediate supervisor in their census work;
12. Any DepEd personnel found negligent in carrying out his/her duties, as specified in the 2010 CPH Supervisor's Manual, or any trained DepEd personnel who shall refuse to render services without valid reason, shall be dealt with appropriate administrative action to be set jointly by the DepEd and NSO;

## **II. PAYMENT OF HONORARIUM/TRAVELLING EXPENSES/PER DIEM AND OTHER BENEFITS**

1. Each CAS, TS, and EN shall be entitled to payment of one-time honorarium of P15,175, P13,050, and P11,550, respectively, if he has satisfactorily completed the work in his assigned area;
2. An EN who has satisfactorily completed his assigned area shall be paid an honorarium in full amount of P11,550 if he has worked for 25 days or more (training and enumeration); or in an amount proportionate to the number of days worked if he has completed his assigned area in less than 20 days;
3. With respect to traveling expenses and meal allowances-
  - a. The CAS shall be entitled to actual transportation expenses, per diem, and incidental expenses during the 3<sup>rd</sup> and 4<sup>th</sup> Level Training, in accordance with the rates prescribed under Executive Order No. 298 dated March 23, 2004;
  - b. The TS and EN, shall be entitled to actual transportation expenses during the 4<sup>th</sup> Level Training to be held in the city/municipality;
  - c. All CAS, TS, and EN shall be provided with meals and snacks during the 3<sup>rd</sup> and/or 4<sup>th</sup> Level Training, or shall be allocated an amount to cover the cost of meals and snacks during the said training;
  - d. All CAS, TS, and EN shall not be entitled to travelling expenses and meal allowance during enumeration/supervision since these are already included in their honorarium;

- e. All of the traveling and other expenses stated in Item Nos. 3a and 3b shall be paid by the NSO, through the PSO, on staggered basis as follows:

<b>Actual Travelling Expenses</b>	<b>CAS</b>	<b>TS/EN</b>
Period covered	April 19-24, 2010	April 26 to May 1, 2010
1 <sup>st</sup> payment	Not earlier than April 26, 2010	Not earlier than May 3, 2010
Period covered	April 26 to May 1, 2010	May 17 to June 11, 2010
2 <sup>nd</sup> payment	Not earlier than May 3, 2010	Not earlier than June 14, 2010
Period covered	May 17 to June 11, 2010	
3 <sup>rd</sup> payment	Not earlier than June 14, 2010	

4. Pursuant to Section 7 of BP Blg. 72, public school teachers employed for the census shall receive one day service credit for each day of actual service rendered, including training, as certified by the NSO;

### III. OTHER PROVISIONS

1. DepEd shall provide the use of classrooms for the training of census ENs and TSs during the 4<sup>th</sup> Level Training;
2. DepEd shall undertake publicity and information drives through announcement of the census undertaking in school activities, Parents-Teachers Association (PTA) meetings/conferences, DepEd-sponsored fora, and others;
3. DepEd and NSO shall develop modules on the importance of census data for use in elementary and high school classes; and
4. Provision of Section 699 of the Revised Administrative Code shall apply to any DepEd personnel who is injured, dies or suffers illness in the performance of duty as census worker, shall be paid the corresponding injury, death or sickness benefits by the NSO, if upon determination by the proper authority, his next of kin is deemed entitled to receive such benefits, pursuant to the provision of the abovementioned law.


### IV. MODIFICATIONS/AMENDMENTS


Any modification/amendment in the provisions of this MOA shall be agreed upon by both parties in writing.

### V. EFFECTIVITY

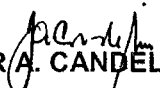
This MOA takes effect on 12 January 2010 until June 30, 2010.

IN WITNESS HEREOF, the parties have hereunto set their hand on this \_\_\_\_\_ day of February 3, 2010, at the City of Manila, Philippines.

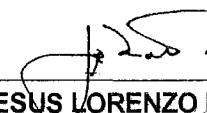
  
**JESLI A. LAPUS**  
Secretary  
Department of Education

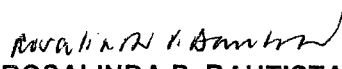
  
**CARMELITA N. ERICTA**  
Administrator  
National Statistics Office

CERTIFIED FUNDS AVAILABLE:

  
**FLORA A. CANDELARIA**  
Chief Accountant  
National Statistics Office

SIGNED IN THE PRESENCE OF:

  
**JESUS LORENZO R. MATEO**  
Assistant Secretary  
Office of Planning Service  
Department of Education

  
**ROSALINDA P. BAUTISTA**  
OIC-Director, Household  
Statistics Department  
National Statistics Office

**ACKNOWLEDGMENT**

REPUBLIC OF THE PHILIPPINES)  
City of Manila) S.S.

BEFORE ME, Notary Public for and in the City of Manila, this 3rd day of February 3, 2010 at City of Manila, Metro Manila appeared the following:

JESLI A. LAPUS with Residence Certificate No. 16547662 issued at Concepcion, Tarlac on January 12, 2010.

-and-

CARMELITA N. ERICTA with Residence Certificate No. 22094118 issued at City of Manila on January 12, 2010.

Known to me to be the same persons who executed the foregoing instrument and who acknowledged to me that the same is of their own free and voluntary act and deed and that of the entities they respectively represent.

This instrument refers to a Memorandum of Agreement (MOA) of six (6) pages, including this page and has been signed in each and every page by parties and their respective witnesses.

WITNESS MY HAND AND SEAL on the date and place above written.

Doc. No. \_\_\_\_  
Page No. \_\_\_\_  
Book No. \_\_\_\_  
Series of 2010