INTERIM GUIDELINES ON THE USE OF CY 2001 DECS APPROPRIATIONS FOR INSTRUCTIONAL MATERIALS

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1. This Memorandum concerns the guidelines on the use of CY 2001 DECS regular appropriations for the procurement of instructional materials.

2. DECS Central Office shall utilize nationwide appropriations for the procurement of textbooks and teacher's manuals in the five identified priority subjects (i.e., English, Filipino, Science, Math and Social Studies) in elementary Grades 5 and 6 and 3rd and 4th Year high school. For this purpose, DECS Regional Offices are requested to prepare a summary of their textbook requirements for the above priority subjects on a per grade/year basis and per division basis utilizing the format found in Annex 1 of this Memorandum and submit the same to DECS-IMCS not later than March 30, 2001.

3. Pending issuance of guidelines by the DECS Secretary on the use of regional appropriations for the procurement of instructional materials, all DECS Regional Offices are instructed not to utilize any amount from said appropriation until further notice.

4. As input to the guidelines to be issued by the DECS Secretary, each DECS Regional Office is requested to submit a proposal on how they intend to utilize their respective regional appropriation for instructional materials for CY 2001. Said proposal containing relevant statistics and justifications should be submitted to DECS-IMCS not later than March 16, 2001.

5. For any query or clarification on this matter please contact the DECS-IMCS Office, 4th Floor, Dorm E, DECS Complex, Pasig City (telefax no. 634-1054 or e-mail imcsjayf@aimonline.org).

6. For the information and guidance of all concerned.

Adopted: 12 March 2001

(SGD.) ISAGANI R. CRUZ
Undersecretary

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