



Republic of the Philippines
Department of Education
National Capital Region

DIVISION OF CITY SCHOOLS
SFHS Compound, Misamis St., Bago Bantay, Quezon City



September 14, 2010

MEMORANDUM TO:

Asst. Schools Division Superintendents
Division / District Supervisors
Elementary / Secondary School Principals
Section Chiefs

DESIGNATION OF FULL-TIME BSP COORDINATOR

1. In the exigencies of the service, the Division of City Schools hereby designate a full-time BSP Coordinator for the Quezon City Council.

Name of Teacher

Date of Effectivity

ANTONIO C. MERINO

July 26, 2010

2. A full-time BSP Coordinator, he shall be relieved of all the teaching duties in the formal system and shall carry out the duties and responsibilities of the Boy Scouts of the Philippines, BSP Coordinator as stipulated in the Enclosure to DepEd. Order No. 60 s. 2003.
3. Wide dissemination and guidance of all concerned.

CORAZON C. RUBIO, CESO VI
Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



REPUBLICA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
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DepEd ORDER
No. 60, s. 2003

JUL 23 2003

**REQUIRING ALL DISTRICT NFE COORDINATORS (DNFECs)
TO RENDER FULL-TIME SERVICE**

To: Bureau Directors
Regional Directors
Schools Division/City Superintendents

1. The duly designated District Nonformal Education Coordinators (DNFECs) across the country shall be required to continue rendering full-time service in order not to prejudice the various program concerns in Nonformal Education and the Alternative Learning System (NFE/ALS). See enclosure for the duties and responsibilities of the DNFECs.
2. This Order is hereby issued in accordance with the provisions of RA 9155 which stipulates the essential role of DNFECs as a key figure in the NFE/ALS Program implementation, among others.
3. Regional Offices shall submit the updated list of all designated DNFECs duly attested by the Schools Division/City Superintendents to Dr. Carolina S. Guerrero, Director IV, BNFE DepED CO at telefax no. 635-51-89 on or before August 31, 2003.
4. Strict compliance with this Order is directed.

R. C. Bacani
RAMON C. BACANI
Undersecretary
Officer-In-Charge

Madel:c:fulltime service
7-16-03

Encl.:
As stated

References:

DECS Orders: No. 82, s. 1994 and DECS Memorandum: No. 54, s. 1996
Allotment: 1—(D.O. 50-97)
To be indicated in the Perpetual Index under the following subjects:

NONFORMAL EDUCATION

TEACHERS

(Enclosure to DepEd Order No. 60, s. 2003)

DUTIES AND RESPONSIBILITIES OF DISTRICT NFE COORDINATORS

| KEY RESULT AREA | DUTIES/RESPONSIBILITIES |
|---|---|
| 1. Planning | <ul style="list-style-type: none">➤ Coordinates and participates in the planning for development and implementation of NFE Projects inclusive of its components at the district level. |
| 2. Advocacy and social Mobilization | <ul style="list-style-type: none">➤ Coordinates the conduct of advocacy and social mobilization activities for the NFE Projects in the district. |
| 3. Research and Development | <ul style="list-style-type: none">➤ Coordinates the research and development activities essential for the NFE projects in the district, e.g.<ul style="list-style-type: none">a) Surveys to identify target NFE learners, service providers and other resources for the NFE programs, projects and activitiesb) Assessment of community learning needsc) Development of a localized curriculumd) Development of community-based learning materialse) And others |
| 4. Linkage and Networking | <ul style="list-style-type: none">➤ Establishes or reactivates the Municipal Coordinating Council (MCC) or recruits another multi-sectoral group in the community |
| 5. Management of Information and Related Administrative Functions | <ul style="list-style-type: none">➤ Acts as Secretary to the MCC➤ Coordinates the development of information, administrative and management systems in the district➤ Records and maintains a list of potential service provider organizations in the municipalities |

| KEY RESULT AREA | DUTIES/RESPONSIBILITIES |
|------------------------------|---|
| 6. Monitoring and Evaluation | <ul style="list-style-type: none"> ➤ Coordinates the monitoring of the programs and projects in the district ➤ Assists in the screening of project proposals by the MCC ➤ Coordinates the evaluation needs of the programs/projects in the district |
| 7. Technical Assistance | <ul style="list-style-type: none"> ➤ Provides technical assistance to the MCC, community leaders, clientele groups and other stakeholders regarding NFE and related matters, e.g.: <ul style="list-style-type: none"> a) Program/project planning b) NFE-SCS c) Proposal Development d) Social Mobilization e) Fund sourcing f) Literacy surveillance g) DEPED systems h) Organization of learning groups i) Materials development j) Training k) And others |
| 8. Related Tasks or Services | <ul style="list-style-type: none"> ■ Performs other related tasks as may be required for the success of the project, e.g.: <ul style="list-style-type: none"> a) Project innovations b) Action researches |