

Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
(DEPARTMENT OF EDUCATION, CULTURE AND SPORTS)
M a y n i l a

July 4, 1988

DECS O R D E R
No. 60, s. 1988

POLICIES AND MINIMUM STANDARDS FOR THE TWO-YEAR DIPLOMA
IN RUBBER PRODUCTION TECHNOLOGY COURSE

To: Regional Directors

1. This Office, cognizant of the need for middle-level manpower in the various technology areas which shall provide the necessary skills and knowledge called for by technical positions, has approved the inclosed policies and minimum standards for the two-year technical program leading to Diploma in Rubber Production Technology.
2. The policies and standards have been evolved after a series of consultation meetings and workshops with technical-vocational school heads and teachers from both the government and private sectors as well as representatives from the industry who will eventually absorb the graduates of this program.
3. This program shall be implemented only by institutions located in areas with vast rubber resources and duly authorized by the Department of Education, Culture and Sports as having met the minimum standards as prescribed in this Order and with the collaboration of the private rubber industry sector through an institution-industry agreement.
4. Any institution authorized to offer the new curriculum shall be assisted in setting up the minimum requirements for laboratory and shop facilities by the Technical Panel for Agricultural Education (TPAE) and the Bureau of Technical and Vocational Education (BTVE) in cooperation with the Technical Panel for Technical and Vocational Education (TPTVE). The Technical and Vocational Education Division of the DECS Regional Offices shall supervise the proper implementation of such minimum standards.
5. Compliance with these policies and standards by all concerned is requested.
6. It is desired that this Order be widely disseminated.

(SGD.) LOURDES R. QUISUMBING
Secretary

Incl.: As stated
Reference: DECS Order: No. 34, s. 1988
Allotment: 1- (M.O. 1-87)
To be indicated in the Perpetual Index
under the following subjects:

BUREAUS & OFFICES
Course of Study, COLLEGIATE

POLICY
TECHNICAL EDUCATION

**POLICIES FOR DIPLOMA IN
RUBBER PRODUCTION TECHNOLOGY**

Overall Policies:

1. The Rubber Production Technology as a component of the Agricultural Technology Education Program is a two-year terminal course for the technician level, aimed at developing individuals for entrance to various occupational areas in the Agricultural Rubber Technology sector.
2. The curriculum was planned/formulated so as to meet the specific needs of secondary graduates in Agriculture, general high schools and other public/private vocational schools.
3. The curriculum shall include general agriculture and specific technological subjects plus basic related subjects. Aside from these, on-the-job training (OJT) and income-generating projects (IGP) will be a component of the curricular offerings.
4. The curriculum shall be structured such that the graduates shall have the required knowledge and skills providing for greater opportunities for employment and or entrepreneurship.
5. Students who complete the two-year course shall be awarded the Diploma for Technician.

**MANUAL OF GUIDELINES AND MINIMUM STANDARDS FOR THE PROPOSED
DIPLOMA IN RUBBER PRODUCTION TECHNOLOGY**

I. Guidelines

A. **Authorization:** Only institutions duly authorized by the Department of Education, Culture and Sports (DECS) shall operate the Diploma in Rubber Production Technology.

B. **Goal and Objectives:**

1. **Goal**

The program aims to prepare individuals for entrance to, and advancement in the middle-level technical positions in the field of rubber production technology that will provide liaison, linkages and coordination between the agricultural workers, farmers, managers, the agricultural scientists and entrepreneurs.

2. **Objectives**

- a. To inculcate desirable values and work ethics as a crucial factor in national development.
- b. To provide technological knowledge and information that will enable the individual to analyze job problems, determine appropriate solutions, and to perform problem solving tasks relative to rubber production technology enterprises.

- c. To provide appropriate training in manipulative skills in rubber production technology.
- d. To provide technological knowledge in production management and business skills in operating rubber production enterprises.
- e. To develop entrepreneurial competence in starting income-generating projects (IGP) that will lead to self-employment.
- f. To develop skills in fabricating, repairing and maintaining farm tools, machines, equipment and other farm implements.

C. Program:

1. Guiding Principles

The proposed two (2) year rubber production technology curriculum is structured under the following principles:

- a. Supportive of the developmental goals of the new government oriented especially on the regional, provincial and municipal levels of the educational system. It is concerned with the training of middle-level manpower, reaching at the same time the quality and quantity of skilled agricultural technologists which are the immediate demand of agricultural-based industries.

- b. Flexibility, Economy and Viability

The curriculum is so structured that it provides more flexibility to meet current and emerging needs of local agri-based industries for countryside development. Housing for income-generating projects of schools can be constructed out of local materials, hence, capital inputs is very minimal. The curriculum fits into the present structure of existing agricultural institutions that will implement it. Projects to be undertaken are those that require the urgent needs of the locality in order to make it more viable.

- c. Balance Between Theory and Practice

The curriculum provides for a balance between theory and practice to meet the minimum standards for skills development. However, emphasis is more on the acquisition and development of skills based on the concept of "learning by doing" to develop self-confidence in agri-business entrepreneurship.

2. Course Offering

The level of agricultural development of the country, specifically in regions with vast rubber resources indicates the need for trained technicians along the fields of rubber production technology:

a. Agro-Forestry Production and Processing Technology

- (1) Lowland and Upland Rubber Tree Planting
- (2) Rubber Plantation Management
- (3) Rubber Production and Processing Technology

3. On-the-Job Training (OJT) and Community Service

Model income-generating projects (IGP) that are replicable in the locality shall be established as a core of instruction and community service shall be undertaken to meet the development needs of the service area.

Funds for the model projects shall be provided by the institution concerned with the end in view of making a profit. If the project is a joint venture or partnership between the school and students, wherein the institution provides the capital on a loan basis, profit sharing shall be properly spelled out after deducting the cost of production.

Programs of activities for the rubber production technology curriculum shall be organized in such a way that instructional, production, and community service can be implemented in an integrated manner.

II. Minimum Standards

A. Programs

1. Instruction/Curriculum

The Diploma in Rubber Production Technology (Two-Year Course)

A minimum credit of 92 units (exclusive of P.E. AND C.M.I.) broken down as follows:

- 25 units of general education
- 55 units of Technology and Allied subjects
- 12 units of On-the-Job Training (OJT) including income-generating projects

92 total number of units for the two-year curriculum

Practice-Theory Ratio - 70% - 30%

For effective instruction, the class size for laboratory courses shall not exceed 16 students, divided into "SELDA" or "DANAYAN" of 4 students per group. Teacher-student ratio of 1:16 for laboratory subjects and 1:32 for lecture subjects shall be the maximum limit.

2. Applied Research and Outreach Services

Applied research in the improvement of rubber technology propagation, tapping and curing of sap including studies on catch or companion crops should be provided with funds equivalent to 5 percent of the total annual budget for the Rubber Technology program. Of this

equivalent amount, 10 percent shall be allocated for consumables, 65 percent for salaries and other personal services and at least 25 percent for maintenance and operating expenses.

To have a strong program for the Diploma in Rubber Production Technology, the school must establish a data bank to include the results of local studies as well as those available from the rubber plantation in the area.

It shall likewise undertake outreach or extension activities in order to translate its research findings into information that can be made available to the students, farmers, and other people raising rubber in the area.

B. Resources

1. Faculty

Inclusive of the general education faculty, the following are required:

- a. A minimum of six (6) full time instructors with practical experience and training to teach the rubber production technology course.
- b. There shall be at least six (6) faculty members to teach general education and other related subjects.
- c. In addition, a faculty member with experience in career guidance and placement is necessary.
- d. The qualification of instructors shall include actual experience in production relative to the subject he is teaching including short or long term training in some specific subjects. They shall possess a Masters Degree in their field of specialization in addition to their BS preparation.

2. Students

The school shall adopt an admission policy whereby students from any income group would have equal access to the school without sacrificing academic standards. Admission of students shall be determined principally by their interest to undergo training in the rubber production technology.

3. Land Requirement

An institution offering the Rubber Production Technology shall have a minimum of 50 hectares or more for laboratory purposes and exclusively for rubber technology students.

4. Physical Facilities and Equipment

a. Building Requirements

- (1) Floor space for laboratory subjects shall be 2.5 square meter.

- (2) The classroom floor space per student shall be 1.5 square meter.
- (3) Circulation should be approximately 30% of the sum of the areas of all teaching accommodation including storage, library, administrative and other facilities.

b. Laboratory/Workshop Equipment and Facilities

- (1) Facilities should provide functional space that is flexible and adaptable for agricultural technical/vocational program needs.
 - a). There should be both classroom and laboratory facilities to provide for the variety of educational experiences needed to achieve the program activities.
 - b). There should be adequate space for each student assigned to the facilities to meet the student performance objectives.
- (2) The facilities should meet the standards established in the school code.
- (3) Facilities should provide an environment conducive to learning.
- (4) Evaluation of facilities should be included on a regular basis as part of the school's total evaluation system.
- (5) Equipment should be the type which will provide technician education students with adequate learning experiences to develop the skills needed for employment in related business and industries.
- (6) Equipment should be available and in sufficient quantity for all enrolled in the program to achieve the program objectives.
- (7) There should be planned maintenance and replacement schedule for all equipment to meet safety regulations.
- (8) Equipment should meet all applicable standards.
- (9) Equipment should be evaluated regularly on the basis of similarity to business and industry equipment.

c. Water and Power

The institution should have its own electric power if the source of electricity is far. A good source of water supply for a school is very essential.

d. Library Books and Facilities

- (1) The library seating capacity shall be 10% of the combined student population including teaching staff and employees.
- (2) A minimum of two (2) book titles of not less than ten (10) years old per subject for the general education and rubber production technology courses.
- (3) A minimum of two (2) current technical journals for each of the rubber technology subjects should be available.

e. Support Services

(1) Health Services

The school shall have one (1) permanent or part-time Physician and Dentist and full time Public Health Nurse to attend to the health problems of students, teachers and employees.

(2) Housing Accommodation and Other Services

There should be adequate housing accommodation with sanitary comfort rooms for students; canteen/food services; and recreational facilities.

(3) Guidance Services

A strong and functional guidance, counselling and placement services shall be organized to serve the needs of students, teaching staff, employees and specially graduates.

5. Financial Requirements

There should be adequate funds for the school to carry out its objectives.

Allotment of funds should be based on a set of criteria that primarily consider the priority needs of the school.

6. Academic Rules

In order to insure the development of manpower responsive to the economic recovery program for countryside development and with the capability for self-reliance and to provide opportunities to students who are most likely to succeed, the following admission requirements shall be satisfied:

a. Admission requirements for the DIPLOMA IN RUBBER PRODUCTION TECHNOLOGY

- (1) High School Diploma
- (2) Passed a medical examination by a government physician
- (3) Must be 16 years old or over
- (4) Passed the entrance examination to be given by the recruiting institution
- (5) Physically fit as determined by a Screening Committee
- (6) Must be a full time student
- (7) Must be willing to start an income-generating project upon enrolment

b. Attendance

Student attendance shall be governed by the sets of rules and regulations promulgated by the school administration.

A student shall be dropped from the class/roll when the number of hours lost through unexcused absences is 10% of the total hours prescribed for class/laboratory in one semester.

Any student who is absent from an examination may be given special test upon request if such absence is excusable. In case of sickness, presentation of medical certificate from a government physician or personal appearance of parents if not sick is enough justification.

c. Study Load

A student shall carry only a load equivalent to the units prescribed for the semester for which is enrolled. An overload or a maximum of 20 units may be allowed provided there is no conflict in his class schedule and provided further that the subject being requested is the only subject or units left as a requirement for graduation.

d. Grading System

The following grading system shall be applied:

1.0	-	1.5	-	Superior
1.6	-	2.0	-	Very Good
2.1	-	2.5	-	Good
2.6	-	3.0	-	Fair/Passing
3.1	-	4.0	-	Conditional Failure
4.1	-	5.0	-	Failure/Failed
INC.			-	Incomplete

Conditional failure in any subject maybe removed by passing a re-examination, and a grade of 3.0 may be given. Failure in the re-examination means a grade of 5.0 and only one re-

examination is allowed. A re-examination is never given for the purpose of improving a passing grade.

An incomplete (INC.) mark is given to a student who fails to complete the minimum requirement set for any subject due to illness or other reasons beyond his control. A student who receives a mark of incomplete in any subject is allowed to make-up for his deficiency within one (1) year from the time he receives such grade. Failure to do so will mean a grade of E.O.

Students who drop after the midterm shall be given a failing grade of E.O.

e. Scholarships

Valedictorians and salutatorians from secondary schools enrolled in the program shall enjoy full and half scholarships respectively. Students who obtain a weighted average grade of 1.5 or higher shall likewise enjoy free full tuition for the following semester. Other funds for scholarship may be solicited from outside sources. Scholarship for deserving students shall be discontinued when they fail to maintain an average of 1.5 every end of the semester in a given school year.

f. Requirements for Graduation

A diploma in Rubber Production Technology is awarded to a candidate for graduation upon satisfactory completion of the two (2) year curricular requirements prescribed for the course. Students who stop for a year or more after completing one year of two (2) semesters of the first year can be readmitted in the second year and be awarded a Diploma upon completion of the minimum requirements of the courses he started.

7. Output Competencies

Those who satisfactorily completed the course should have developed proficiency in both theory and practical skills in the Rubber Production Technology area.

Competencies expected of graduates of the two-year diploma course in Rubber Production Technology are:

At the end of the First Year

1. Management and maintenance of a rubber plant nursery.
2. Care and maintenance of small scale rubber plantation.
3. Expertise in the use of small farm tools and light implements/intended for rubber planting.
4. Identification and control of pests and diseases of rubber plants.

5. Knowledge and skill in budding and tapping of rubber trees.

At the end of the Second Year

Aside from the knowledge and skills learned in the first year.

1. Expertise in budding, tapping of rubber trees.
2. Identification and control of pests and diseases of rubber tree.
3. Care and management of large scale rubber plantation.
4. Repair of farm tools and farm implements.
5. Repair, maintenance and operation of farm tractors and farm vehicles.
6. Repair, maintenance and operation of machines/equipment used in processing of rubbers.
7. Management of one's own enterprise.

JOB OPPORTUNITIES

1. Farm managers for large scale rubber plantation.
2. Salesman in a tire company or any product derived from rubber.
3. Tapper, Field Casetas, Foreman, Inspector.
4. Rubber Technician
5. Manage a rubber farm enterprise.
6. Employment abroad.

DISTRIBUTION OF CREDIT UNITS BY SUBJECT AREA,
RUBBER PRODUCTION TECHNOLOGY
(2-Year)

SUBJECT	NO. OF HOURS		NUMBER OF UNITS
	LEC.	LAB.	
I. GENERAL EDUCATION			
English (1-3)	9		9
Mathematics (1-2)	6		6
Work Ethics (1-2)	4		4
Pilipino (1)	3		3
Social Science (1)	3		3
	25		25
II. TECHNOLOGY COURSES AND APPLIED SUBJECTS			
Biology (1-3)	6	18	12
Chemistry (1-3)	6	18	12
Aeronomy (1-2)	4	12	8
Soils (1)	2	6	4
Farming System (1)	2	6	4
General Engineering (1)	2	6	4
Farm Engineering (1)	2	6	4
Seminar (1)	1		1
Economics (1-2)	6		6
	31	72	55
III. ON-THE-JOB TRAINING (OTJ) (ONE SEMESTER)			
		720	12
IV. TOTAL			
	56 hours	792 hours	92 hours

CURRICULUM FOR DIPLOMA IN
RUBBER PRODUCTION TECHNOLOGY
(2-Year)

FIRST YEAR

SEMESTER	SUBJECTS	COURSE TITLE	HOURS		UNITS
			LEC.	LAB.	
F I R S T S E M E S T E R	English 1	GRAMMAR AND COMPOSITION	3		3
	Math 1	APPLIED MATHEMATICS I	3		3
	Biology 1	PRINCIPLES OF BIOLOGY	2	6	4
	Chemistry 1	BASIC CHEMISTRY	2	6	4
	Agromony 1	PRINCIPLES OF CROP PRODUCTION AND RUBBER CULTURE	2	6	4
	Soils 1	PRINCIPLES OF SOIL SCIENCE	2	6	4
	P.E. 1	PERSONAL HYGIENE	(1)		(1)
	GNT/MS 11		(1.5)	(1.5)	
			14	24	22
S E C O N D S E M E S T E R	English 2	EFFECTIVE SPEECH	3		3
	Math 2	APPLIED MATHEMATICS 2	3		3
	W.E. 2	VALUES EDUCATION	2		2
	Biology 2	PLANT PHYSIOLOGY AND BOTANY OF RUBBER TREE	2	2	4
	Chemistry 2	ORGANIC CHEMISTRY	2	6	4
	Agromony 2	MINERAL NUTRITION OF RUBBER TREE	2	6	4
	P.E. 2	Gymnastics	(1)		(1)
	GNT/MS 12		(1.5)	(1.5)	
T H I R D S E M E S T E R	English 3	TECHNICAL WRITING AND REPORTING	3		3
	Filipino 1	SINING PANGKONUNKASAYON	3		3
	W.E. 2	EMPLOYMENT AND MANAGEMENT SYSTEM	2		2
	Seminar 1	SEMINAR ON RUBBER PRODUCTION TECHNOLOGY	1		1
	P.E. 3	FOLK/MODERN DANCE	(1)		(1)

SECOND YEAR

SEMESTER	SUBJECTS	COURSE TITLE	HOURS		UNITS
			LEC.	LAB.	
	Soc. Sci. 1	PHILIPPINES GOVERNMENT, CONSTITUTION AND TAXATION	3		3
	Eco. 1	PRINCIPLES OF ECONOMICS	3		3
	Eco. 2	RUBBER PLANTATION MANAGEMENT	3		3
	Biology 3	PEST AND DISEASE OF RUBBER PLANTS AND THEIR CONTROL	2	6	4
	Chemistry 3	LATEX AND RUBBER CHEMISTRY	2	6	4
	P.E. 2	INTRO. TO FARM TOOLS, MACHINES AND EQUIPMENT	2	6	4
	C.E. 1	LATEX PROCESSING	2	6	4
	P.E. 4	SPORTS DEVELOPMENT	(1)		(1)
	CMT/MS 21		(1.5)		(1.5)
	OJT	ON-THE-JOB TRAINING*		720	12
	CMT/MS 22		(1.5)		(1.5)
				720	12
		*Can be undertaken within respective individual/ group projects in private institutions.			

COURSE DESCRIPTION IN RUESER PRODUCTION TECHNOLOGY

SUBJECT	COURSE DESCRIPTION
English 1	- Grammar and Composition - The development of abilities and skills necessary in effective and correct oral and written communication, study of basic language materials (second system and structural patterns) sufficient to enable the learner to use and understand them almost automatically. (3 hours a week credit: 3 units)
English 2	- Effective Speech - Development of proficiency in the whole exercise of language, effective writing, critical reading, analytical thinking and effective public speaking. (3 hours a week credit: 3 units)
English 3	- Technical Writing and Reporting - This subject covers the principles underlying the preparation and writing of scientific papers. (3 hours a week credit: 3 units)
Mathematics 1	- Applied Mathematics 1 - Fundamental operations with emphasis in problem solving directly associated with agricultural technology, accuracy in measurements, ratios and proportions, simple application of algebraic and statistical concepts appropriate to day to day living. (3 hours a week credit: 3 units)
Mathematics 2	- Applied Mathematics 2 - Development of proficiency in Mathematics with emphasis on farm recording; bookkeeping and accounting and applied to agricultural business. (3 hours a week credit: 3 units)
Work Ethics 1	- Study of Values Education, Work Values, Work orientation for on-the-job training. (2 hours lecture a week credit: 3 units)
Work Ethics 2	- Employment/Management Orientation - Covers evaluation of on-the-job training and orientation to employment and managership. (2 hours lecture a week credit: 2 units)
Pilipino 1	- Sining Pangkomunikasyon - Development of the student's abilities and skills to speak and write in Pilipino: writing composition and letter. (3 hours a week credit: 3 units)

- Social Science 1 - Philippine government, constitution, taxation, land reform, population education.
(3 hours a week credit: 3 units)
- Agric. Economics 1 - Principles of Economics - Basic principles of economics and their application to current agriculture problems, economic structure of modern society.
(3 hours lecture credit: 3 units)
- Agric. Economics 2 - Rubber Plantation Management - Agricultural management/concepts principles in relation to major management functions in agricultural organizations, divisions: tools/modules used as disciplinary foundation of management and management of rubber plantation in the Philippines.
(3 hours lecture credit: 3 units)
- Soils 1 - Principles of Soil Science - Physical, chemical and biological characteristics of soil, soil formation and development, soil moisture, land uses and principles of soil conservation and management.
(2 hours lecture; 6 hours laboratory credit: 4 units)
- Farm Engineering 1 - Introduction to Farm Tools, Machines and Equipment - Classifying, identifying and categorizing various farm tools, equipment and machines, their uses and maintenance. Making of tool boxes, cabinets, constructing various farm sheds.
(1 hour lecture; 3 hours laboratory credit: 4 units)
- Seminar 1 - Seminar on Rubber Production Technology - Review, preparation and reporting of research outline before class.
(1 hour a week credit: 1 unit)
- Farming System 1 - Integrated Farming System - (Lowland and Upland Rubber Plantation) Study of principles and theories of multiple cropping systems, its basic philosophy, advantages and limiting factors, capability of crop rotation, mixed farming, rice-fish culture, snail, frogs with other crops, multi-storey cropping system.
(2 hours lecture; 6 hours laboratory credit: 4 units)

- Chemistry 1 - Basic Chemistry - General principles of chemistry, chemical theory, and experimentation.
(2 hours lecture, 6 hours laboratory credit: 4 units)
- Chemistry 2 - Organic Chemistry - Survey of the important classes of organic compounds with emphasis in typical compounds in agricultural products.
(2 hours lecture; 6 hours laboratory credit: 4 units)
- Chemistry 3 - Latex and Rubber Chemistry - Basic chemistry of rubber and latex, their physical and chemical properties; the preservation, concentration and processing of latex into marketable form and the production of special types of natural rubber.
(2 hours lecture; 6 hours laboratory credit: 4 units)
- General Engineering 1 - Latex Processing - Factories, machineries, smoke house, etc. The object of the course is to offer basic knowledge on the processing of the crop from rubber plantation into marketable forms of the natural rubber with special emphasis on the machineries and equipments required and on the lay-out of different types of factories, smoke houses and drying sheds. Principles and practices involved in manufacturing articles of commercial rubber.
(2 hours lecture; 6 hours laboratory credit: 4 units)
- Biology 1 - Principles of Biology - With emphasis on molecular, cellular, tissue-organ, organismic levels of organization of life.
(2 hours lecture; 6 hours laboratory credit: 4 units)
- Biology 2 - Plant Physiology and Botany of Rubber Tree - Physiological process in respiration, photosynthesis, molecular pathway, electron transport system, mineral transformation, growth correlation, reproduction, periodicities and ecological relationship and basic knowledge of the rubber tree, its propagation and exploitation.
(2 hours lecture; 6 hours laboratory credit: 4 units)
- Biology 3 - Pests and Diseases of Rubber Plants and Their Control - This course includes the economic importance of

plant diseases, their casual agents and the principles of plant diseases control.

(2 hours lecture; 6 hours laboratory credit: 4 units)

Agronomy 1

- Principles of Crop Production and Rubber Culture - The importance, concepts, nomenclature, historical development, basic principles of crop production and basic knowledge on rubber culture including budding and tapping.

(2 hours lecture; 6 hours laboratory credit: 4 units)

Agronomy 2

- Mineral Nutrition of Rubber Tree - Nutritional requirements of rubber particularly on different soil types and condition.

(2 hours lecture; 6 hours laboratory credit: 4 units)

ON-THE-JOB

- Actual exposure to enterprise operations and management practices in all facets of an enterprise, preparation and presentation of case study with the cooperating firm.

(1 semester; 720 hours practicum credit: 12 units)

EQUIPMENT FOR RUBBER PRODUCTION TECHNOLOGY

1. Truck - One (1) Unit
2. Spade - Per student
3. Shovel - Per student
4. Budding Knife - Per student
5. Tapping Knife - Per student
6. Pruning Saw - Per student
7. Pruning Knife - Per student
8. Hole Diggers - Per student
9. Flat Bars - Per student
10. Engine - One (1) Unit/school
(Electric generator)
11. Sprayers - Two (2) Units/school
12. Rollers - Two (2) Sets
13. Forgers - Two (2) Units
14. Coagulating Tanks
400 l cap. (concrete)
15. Latex Cup per tree
16. Latex Spout per tree
17. Latex Can/Drum
18. Cup Hangers per tree
19. Drier (with cement flooring)

Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
(DEPARTMENT OF EDUCATION, CULTURE AND SPORTS)
Manila

July 5, 1988

DECS O R D E R
No. 61, s. 1988

AMENDMENTS TO DEPARTMENT ORDER No. 45, SERIES OF 1976
(HONORARY DEGREES)

To: Bureau Directors
Regional Directors
Presidents, State Colleges and Universities
Heads of Private Schools, Colleges and Universities

1. In keeping with the thrusts and developments in contemporary higher education, amendments to the provisions for the grant of honorary degrees as stipulated in Department Order No. 45, s. 1976 are construed as necessary. They are meant to further protect, preserve and enhance the honor and value of degrees granted in honoris causa.

2. The conferment of honorary degrees, a time-honored tradition and practice in every formal educational system, public or private, shall be governed by the following revised guidelines hereby promulgated for strict observance:

- a. The award of an honorary degree shall be solely limited to the doctoral level and only schools authorized to offer the post graduate (doctoral) program shall be permitted to award honorary degrees, provided, however, that the honorary degrees shall be on recognized course/s offered by the schools.
- b. The award shall be given as recognition of exceptionally meritorious achievements of persons in the arts, sciences, the humanities, and public service. No award shall be given on a quid pro quo basis or for publicity purposes. Neither shall an award be given to the administrators or faculty members in the service of the school concerned or to incumbent officials of the Department of Education, Culture and Sports, including its agencies.

c. Among the honorary degrees which may be awarded by schools are:

(1) Doctor of Laws (LL.D.), which shall be considered an appropriate award to an honoree who has distinguished himself in general service to country, to education, and to mankind.

(2) Doctor of Letters (Litt.D.), which shall be given to an honoree in recognition of his scholarly work in a particular discipline;

(3) Doctor of Science (Sc.D.), which shall be awarded to an honoree who has made outstanding contributions to science; and

(4) Doctor of Humane Letters (L.H.D.), which shall be granted to an honoree who has distinguished himself in the humanities.

d. The conferment of an honorary degree shall be bestowed to the honoree personally and shall invariably be given on the occasion of the annual graduation exercises of the school concerned, except as may be allowed by the Secretary of Education, Culture and Sports.

e. The authority to confer any degree in honoris causa shall be limited to universities, or to colleges that have existed for a period of at least fifty (50) years, except as may otherwise be allowed by the Secretary of Education, Culture and Sports.

f. No consortium or concertia between or among schools for the purpose of awarding any honorary degree shall be allowed.

g. The Secretary of Education, Culture and Sports shall be the sole granting authority to award an honorary degree.

3. With the corresponding recommendation of the school head, the application for the grant of an honorary degree shall be supported by the following documents:

a. a resolution of the governing board of the school on the approval of the proposed conferment,

- b. a citation of achievement or merit of the proposed honoree, and
- c. the curriculum vitae of the proposed honoree.

The application shall be course through the DECS Regional Director in consonance with paragraph 3 section c on Recommendatory Authorities of MECS Order No. 48, s. 1986. The Regional Director shall forward the same with his comment and recommendation to the Secretary of Education, Culture and Sports through the Director of the Bureau of Higher Education for appropriate action.

4. The grant of any honorary degree without the required approval of the Secretary of Education, Culture and Sports shall be treated as a valid cause for administrative action against the school and/or its officials concerned.

5. It is desired that the guidelines herein prescribed be disseminated to all concerned for immediate compliance.

(SGD.) LOURDES R. QUISUMBING
Secretary

References:

- Department Order: (No. 45, s. 1976)
- MEC Order: (No. 48, s. 1986)

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AMENDMENT
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UNIVERSITIES and COLLEGES