



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
Manila, Luzon, Pasig City

OFFICE OF THE SECRETARY

July 14, 1997

DECS O R D E R
No. 50, s. 1997

REVISED DISTRIBUTION OF DECS ORDERS, MEMORANDA, BULLETINS
AND OTHER COMMUNICATION/INFORMATION MATERIALS
TO THE FIELD

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Schools Superintendents
Directors of Services/Centers and Heads of Units
Regional Science High School Principals
Divisional Leader School Principals
District Supervisors
Private Elementary and Secondary School Principals
Vocational High School Principals

To improve and facilitate the distribution of communication/information materials to the field, DECS orders, Memoranda, Bulletins and other similar materials issued by this Office shall henceforth be mailed directly to school, divisional, district school offices on the basis of the following allotment:

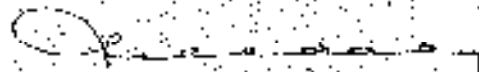
	No. of Copies
Allotment 1 - Regional Offices and School Divisions (one copy each for the elementary, secondary, and nonformal education divisions, library, and education supervisor I or II in-charge of private elementary and secondary schools)	5 each
Allotment 2 - Regional Science High Schools and Divisional Leader Schools (Secondary)	1 each
Allotment 3 - School District Offices	1 each

2. In accordance with this distribution procedure, allotment 1 concerns only the regional and division offices in which case issuances will be sent only to said offices; those bearing allotments 2 and 3 concern only the regional science high schools, secondary divisional leader schools, and district offices.

3. It is desired that district offices reproduce the materials and send copies to schools within their area of coverage. Likewise, regional science high schools and divisional leader schools reproduce the materials and distribute them to schools located near them including the vocational high schools. The division offices through the Education Supervisor in charge of private schools may send copies of issuances to schools under their jurisdiction.

4. This supersedes all DECS issuances concerning distribution/allocation of DECS regulations.

5. Strict compliance with this Order is desired.


ANTONIO EDUARDO B. NACHURA
Undersecretary
Officer-in-Charge

Reference:

MBC Order No. 1, s. 1987

Allotment: 1, 2-34-(D.O. 50-97)

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

ALLOTMENT
CHANGE
PUBLICATIONS
RULES & REGULATIONS