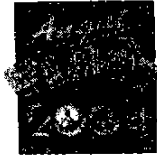




REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
**KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS**  
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS  
DECS Complex, Meralco Avenue  
Pasig City



Sama-Sama  
sa DECS

*Tanggapan ng Pangalawang Kalihim*  
*Office of the Undersecretary*

**AUG 14 2001**

**DECS ORDER**  
No. **43**, s. 2001

**ORGANIZATION OF PRESCHOOL CLASSES UNDER THE PRESCHOOL  
SERVICE CONTRACTING SCHEME SY 2001 - 2002**

1. Preschool Service Contracting Scheme is an alternative delivery system which aims to provide preschool experiences to prospective Grade I children in fifth and sixth class municipalities, urban siyums and relocation areas.
2. Data gathered from the 6-month pilot in SY 1992 – 1998 revealed that through the said program, children experienced a smoother transition from home to formal schooling. Children developed self-confidence and their preparedness to learn was evident.
3. The program is now on its fifth year of implementation this October, SY 2001 – 2002. In view of this, all regions/divisions are requested to submit a list of enrollees who are prospective Grade 1 pupils next school year. **These are the pupils who are not accommodated in any school-based preschools and day care centers in the 5<sup>th</sup> and 6<sup>th</sup> class municipalities.** Private preschools and non-government organizations shall be contracted as service providers.
4. For effective implementation of the Program, please refer to the Guidelines for the Organization of Classes.
5. Immediate and wide dissemination of this Order is desired.

*R. C. Bacani*  
**RAMON C. BACANI**  
Undersecretary

Encls.: As stated  
Reference: DECS Order: No. 96, s. 1999  
Allotment: 1 - (D.O. 50-97)

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

CLASSES

POLICY

PRESCHOOL EDUCATION

(Enclosure to DECS Order No. 43, s. 2001)

## **GUIDELINES ON PRESCHOOL SERVICE CONTRACTING SCHEME**

1. **Under the Preschool Service Contracting Scheme, preschool classes shall be organized in 5<sup>th</sup> and 6<sup>th</sup> class municipalities, urban poor communities and relocation areas starting October, 2001 and shall end in March, 2002.**
2. Five-year old children who are prospective Grade One pupils (i.e. children who will be 6 years old in June, 2002) will be enrolled.
3. The Preschool service proponent shall be contracted on the basis of the following:
  - ▶ Non-government organization (NGO) that is registered with at least one government agency
  - ▶ Financially capable and educationally oriented NGO
  - ▶ Private schools that are registered with DECS
4. The amount of P250/child/month shall be given **in full to the service contractor** for the salary of teachers, instructional materials and administrative cost. Classes shall have a maximum enrolment of **25 pupils**.
5. In no case shall honoraria be paid to DECS school officials in connection with the preschool service contracting program.
6. A separate fund for monitoring/supervision of preschool classes has been set aside for the purpose, hence, no amount from the preschool service contracting program shall be used to monitor/supervise said classes. Preschool monitoring/traveling funds shall be transferred to the regions which in turn shall transfer them to the divisions, pro rata.
7. No payment shall be made to PTCA classes accommodated in the program.

### **A. Responsibilities of Service Contracting Proponents**

1. Organize preschool classes with a maximum of 25 pupils per class.
2. Provide the following:
  - a. salary of qualified preschool teachers of not less than P3,000/month
  - b. school/classroom facilities (if possible)

- c. adequate, developmentally appropriate instructional materials –  
e.g. educational blocks/toys, storybooks, taped songs/puzzles and 3 workbooks on the 3Rs.
  - d. basic school supplies – e.g. pencil, paper, crayon, art paper
3. **Shall be capable of providing the workbooks and basic supplies to the pupils as soon as classes start in October even if funds are not yet released to the Regions.**
  4. May hire unemployed teacher graduates who are willing to conduct classes in fifth and sixth municipalities, urban poor communities or relocation areas.
  5. Conduct continuous coordination with DECS and the community with regard to the preschool program.
  6. Submit an accomplishment report and liquidate funds with the Division Office for preschool services rendered within a month after classes have closed.

## **B. Responsibilities of DECS**

### *1. Central Office*

- Transfer funds to DECSRO for the payment of services at P250/child/month for a period of 6 months
- Monitor the conduct of the program

### *Regional Office*

- Submit to DECS Central Office data on the classes organized and names of Service Providers **not later than November 30, 2001**
- Orient the teachers and administrators on the conduct of the Program
- Monitor the conduct of the program.
- Coordinate with Service Contracting Proponent regarding preschool matters e.g. conduct of classes
- Transfer funds to Division Office on time who will in turn pay the Service Providers

### *2. Division Office*

- Monitor the conduct of the program with the assistance of the principals
- Assist in providing classroom/facilities if Service Contracting Proponent cannot do so
- Have a Memorandum of Agreement with Service Contracting Proponents (Division Level)
- Submit Accomplishment Reports to the Regional Office

(Enclosure No. 2 to DECS Order No. 43, s. 2001)

**PRESCCHOOL SERVICE CONTRACTING SCHEME  
SY 2001 - 2002**

<b>REGION</b>	<b>NO. OF CLASSES TO BE ORGANIZED</b>
I	50
II	41
III	80
IV	100
V	30
VI	100
VII	60
VIII	60
IX	45
X	40
XI	50
XII	45
XIII	45
CAR	45
ARMM	25
NCR	84
<b>TOTAL</b>	<b>900</b>