



Tanggapan ng Kalihim
Office of the Secretary


JAN 25 2005

DepED MEMORANDUM
No. 20, s. 2005

ASSIGNMENT OF REGIONAL ADOPT-A-SCHOOL PROGRAM COORDINATOR

To: Regional Directors
Schools Division/City Superintendents

1. To strengthen the implementation of the Adopt-a-School Program (ASP), all regional offices shall assist in the promotion of the Program and in identifying adopting private entities in their local areas. They shall assist the Central Office Secretariat in marketing the Program.
2. Coordination between the Central Office and Regional Offices must be observed to fast track the completion of projects sponsored by the private sector. Each region is advised to assign an ASP regional coordinator who will perform the following tasks:
 - a. provide data or profile of schools which are candidates for adoption, upon the request of the ASP Central Office or the adopting private entities;
 - b. facilitate adoption procedures between school administrator and adopting entity towards developing a climate that encourages further private sector support;
 - c. give feedback to the Central Office on projects being implemented or completed in the local areas;
 - d. monitor the status of on-going projects funded or initiated by the private sector;
 - e. prepare news or write-up on completed projects feasible for publication;
 - f. recommend schools which can be "adopted" based on the selection criteria of the Program in consideration of the principle of equitable distribution of resources/donations; and
 - g. facilitate the conduct of activities that involve Program stakeholders, such as MOA signing and turn-over ceremonies.
3. All Regional Directors are advised to submit the recommended names to the Adopt-a-School Secretariat Central Office, G/F Bonifacio Bldg., DepED Complex, Pasig City on or before February 15, 2005.
4. Immediate dissemination of this Memorandum is desired.


FLORENCIO B. ABAD
Secretary