

THE MINUTES OF DISCUSSIONS  
BETWEEN  
JAPAN OVERSEAS COOPERATION VOLUNTEERS  
JAPAN INTERNATIONAL COOPERATION AGENCY  
AND  
THE AUTHORITIES CONCERNED  
OF THE GOVERNMENT OF THE REPUBLIC OF THE PHILIPPINES  
ON THE EXTENSION PERIOD OF  
ENHANCEMENT OF PRACTICAL WORKS  
IN SCIENCE AND MATHEMATICS EDUCATION AT REGIONAL LEVEL

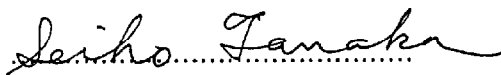
For the purpose of working out the details of the extension period of the project, "Enhancement of Practical Works in Science and Mathematics Education at Regional Level" (hereinafter referred to as "the Project"), the study team organized by the Secretariat of Japan Overseas Cooperation Volunteers, Japan International Cooperation Agency (hereinafter referred to as "JICA-JOCV") represented by Mr. Seiho Tanaka, JOCV Technical Adviser, met and had a series of discussions with the authorities concerned of the Government of the Republic of the Philippines represented by Department of Science and Technology (hereinafter referred to as "DOST"), Department of Education, Culture and Sports (hereinafter referred to as "DECS") and Philippine National Volunteer Service Coordinating Agency (hereinafter referred to as "PNVSCA") headed by Dr. Rufino C. Lirag, Jr., Undersecretary, DOST in respect of the desirable measures to be taken by both Governments for the successful implementation of the Project.

As the Project has been implemented in cooperation with three Regional Science Teaching Centers (hereinafter referred to as "RSTCs") in Bicol University, West Visayas State University and Ateneo de Davao University from March 1994 to May 1999 as a component of the Package Cooperation for the Development of Elementary and Secondary Science and Mathematics Education (hereinafter referred to as "Package Cooperation") organized under the cooperation among the authorities in the Philippines, the Project shall be coordinated with other activities of the Package Cooperation if and when it is extended.

As a result of the discussions, both parties agreed to recommend their respective Governments the matters referred to in the document attached hereto.

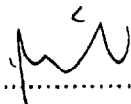
Manila, The Republic of the Philippines

June 10th, 1999



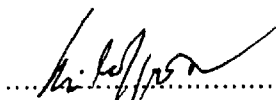
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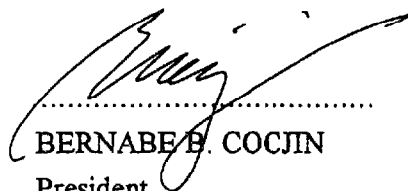
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BERNABE E. COCJIN

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# 1 PROJECT TITLE

Enhancement of Practical Works in Science and Mathematics Education at Regional Level

## 2 PERIOD OF COOPERATION (EXTENSION)

From June 1, 1999 to May 31, 2001

## 3 PROJECT SITE

Three Model RSTCs at:

- (1) Bicol University in Legaspi City;
- (2) West Visayas State University in Iloilo City;
- (3) Ateneo de Davao University in Davao City; and

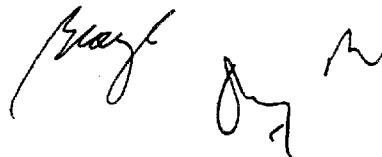
Selected elementary and secondary schools in DECS Regions V, VI and XI

## 4 GOAL

To upgrade the quality of science and mathematics education in elementary and secondary schools in Regions V, VI and XI

## 5 PURPOSE OF THE PROJECT

To upgrade the practical skills of science and mathematics teachers in private and public elementary and secondary schools of Regions V, VI and XI



## 6 OBJECTIVES OF THE PROJECT

- (1) To strengthen the use of practical works in teaching science and mathematics in the elementary and secondary schools; and
- (2) To improve the capabilities of science and mathematics teachers, especially the trainers, by developing their skills on the improvisation and maintenance of science and mathematics equipment.

## 7 ACTIVITIES OF THE PROJECT

In order to meet the above mentioned objectives of the Project, the following activities will be implemented by the JOCV members.

In the respective RSTCs:

- (1) Introduction and utilization of practical works during the training activities by the RSTCs for science and mathematics teachers; and
- (2) Reproduction and distribution of teaching materials that the JOCV members improvised together with the teachers in the schools.

In the schools:

- (1) Continuous individual assistance to the teachers especially on the use of the equipment and the improvisation of the teaching materials; and
- (2) Assistance to the trainers in preparing for the training in the regions using the teaching materials developed under the Package Cooperation program.



## 8 MEASURES TO BE TAKEN BY JICA-JOCV

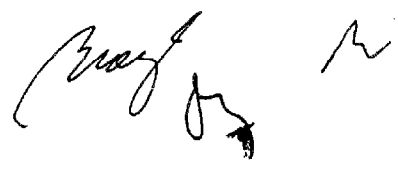
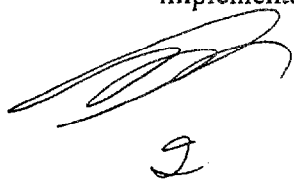
JICA-JOCV will take the following measures to implement the Project according to the laws and regulations in force in Japan.

- (1) Dispatch JOCV members as a team to the RSTCs at their request through the Science Education Institute, Department of Science and Technology (hereinafter referred to as "DOST-SEI") and with the endorsement of the PNVSCA;
- (2) Dispatch JOCV senior volunteer(s) as team leader(s) and coordinator(s) of the JOCV members for the purpose of assisting and coordinating JOCV activities at the request of DOST-SEI with the endorsement of the PNVSCA;
- (3) Provide basic laboratory and office equipment and tools to the RSTCs when necessary for the purpose of conducting JOCV activities in the RSTCs;
- (4) Provide basic laboratory equipment and tools to the selected elementary and secondary schools when necessary for the activities of the JOCV members and the trainers; and
- (5) Provide training in Japan for selected JOCV counterparts to improve science and mathematics education in the regions.

## 9 MEASURES TO BE TAKEN BY THE CONCERNED AUTHORITIES IN THE PHILIPPINES

### (1) DOST-SEI

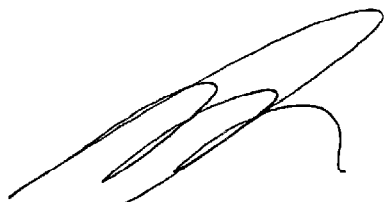
- 1) Provide office space and necessary facilities for the use of the JOCV senior volunteer(s);
- 2) Provide information and material concerning science education of the Philippines;
- 3) Provide transportation expenses for official travels requested by DOST-SEI;
- 4) Coordinate with the RSTCs, PNVSCA, DECS and authorities concerned on relevant matters concerning the activities of the JOCV members for the efficient, effective and smooth implementation of the Project; and



- 5) Monitor the activities of the JOCV members using as bases results of consultations with the senior volunteer(s) and reports submitted by the RSTCs and schools.

(2) RSTCs

- 1) Supply or replace machinery, equipment, instruments, tools, spare parts and other materials necessary for the implementation of the Project other than those provided by JICA-JOCV;
- 2) Take charge of proper maintenance of equipment and tools provided by JICA-JOCV;
- 3) Shoulder expenses on petroleum and maintenance of vehicles, salary and allowance of drivers, replacement of parts, and other operating costs of the vehicles which were provided earlier by JICA-JOCV;
- 4) Coordinate with DECS Regional Offices and the concerned authorities in the regions in the selection of the schools where the JOCV members together with their counterparts will implement the activities in the schools;
- 5) Assign a definite counterpart to each JOCV member from the RSTC staff or the teacher(s) in selected schools;
- 6) Assist the JOCV members in preparing their work and financial plan and regularly monitor and evaluate their activities;
- 7) Provide traveling expenses to the JOCV members for official travels within the region authorized by the responsible RSTC director;
- 8) Shoulder transportation expenses within the Philippines in transporting equipment / tools referred to in item 8(3) to the RSTCs; and
- 9) Shoulder operational expenses in the RSTCs necessary for the implementation of the Project.



### (3) DECS REGIONAL OFFICES, DECS DIVISION OFFICES AND SELECTED SCHOOLS

- 1) Coordinate with the RSTCs in the selection of schools where the JOCV members can assist;
- 2) Provide the working space and necessary assistance to the JOCV members in terms of the following:
  - 2-1) Assign science or mathematics teachers as counterparts in the schools where the JOCV members may assist;
  - 2-2) Shoulder transportation expenses within the Philippines in transporting equipment and tools referred to in item 8(4) to the schools;
  - 2-3) Shoulder the following expenses for the activities conducted by the JOCV members in the schools:
    - (1) instructional materials and other consumables, and
    - (2) participation of the counterparts and other science and mathematics teachers in the region.

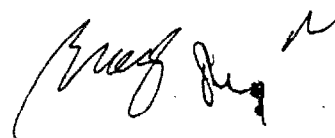
### 10 OWNERSHIP OF THE PROJECT

- (1) The Project belongs to DOST-SEI, DECS, RSTCs, PNVSCA and other concerned authorities of the Philippines.
- (2) The Project will be implemented under the leadership of the Director of DOST-SEI as the Project manager.

### 11. MANAGEMENT AND ADMINISTRATION OF THE PROJECT

- (1) The Project will be operated jointly by both the Philippine and Japanese parties.
- (2) Activities of the JOCV members for the Project will be administered as follows:
  - 1) The JOCV members dispatched in the regions are under the direct supervision of the RSTC directors;

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- 2) In accordance with item 11 (1), all activities of the JOCV members on implementation of the Project will be coordinated and cooperated with the RSTCs; and
- 3) The RSTCs will coordinate with the DECS Regional Offices, Division Offices and the principals of the schools on the conduct of JOCV activities in selected elementary and secondary schools. A memorandum of agreement (MOA) to be signed at the earliest possible time by the concerned authorities in each region is recommended for the smooth and effective implementation of the Project.

## 12 DISTRIBUTION OF EQUIPMENT AND TOOLS

Equipment and tools provided by JICA-JOCV mentioned in items 8(3) and 8(4) will be distributed through DOST-SEI and DECS, and will become property of the Philippine Government upon the completion of the Project.

## 13 EVALUATION OF THE PROJECT

The JICA-JOCV and the Philippine authorities concerned will evaluate the Project jointly, during the last six months of the cooperation period in order to examine the level of attainment of the Project goal and objectives.

## 14 MUTUAL CONSULTATION

There will be mutual consultation between JICA-JOCV and the Philippine authorities concerned on any major issues arising from, or in connection with this document.

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