

[EXECUTIVE ORDER NO. 117, January 30, 1987]

REORGANIZATION OF THE MINISTRY OF EDUCATION, CULTURE AND SPORTS PRESCRIBING ITS POWERS AND FUNCTIONS AND FOR OTHER PURPOSES

RECALLING that the reorganization of the government is mandated expressly in Article II Section 1 (a) and Article 111 of the Freedom Constitution;

HAVING IN MIND that, pursuant to Executive Order No. 5 (1986), it is directed that necessary and proper changes in the organizational and functional structures of the government, its agencies and instrumentalities, be effected in order to promote efficiency and effectiveness in the delivery of public services;

CONSIDERING that education is a basic responsibility of the State as ordained in the Constitution;

TAKING NOTE that, in order to accomplish such responsibility, and guarantee an efficient and effective delivery of public services, it is imperative to reorganize and strengthen the Ministry of Education, Culture and Sports;

REALIZING that it is also necessary to redefine the mandate, powers and functions of the same Ministry to avoid any overlapping and to fix responsibilities therein;

NOW, THEREFORE, I, CORAZON C. AQUINO, President of the Philippines, by virtue of the powers vested in me by the sovereign will of the Filipino People and the Freedom Constitution, do hereby order:

SECTION 1. *Title.* – This Executive Order shall otherwise be known as the Reorganization Act of the Ministry of Education, Culture and Sports.

SEC. 2. *Reorganization.* – The Ministry of Education, Culture and Sports, hereinafter referred to as the Ministry, is hereby reorganized, structurally and functionally, in accordance with the provisions of this Executive Order.

SEC. 3. *Declaration of Policy.* – It is hereby declared as a basic State policy that the education system shall make a maximum contribution to the attainment of national development goals; that the State shall promote and maintain equality of access to education and enjoyment of the benefits thereof by all citizens; and that the State shall use education as an instrument for the development of the cultural communities of the nation and the deprived communities to enrich their participation in the community and national life and to unify all Filipinos into a free and just nation.

SEC. 4. *Mandate.* – The Ministry shall be primarily responsible for the formulation, planning, implementation and coordination of the policies, plans, programs and

projects in the areas of formal and non-formal education at all levels, supervise all education institutions, both public and private, and provide for the establishment and maintenance of a complete, adequate and integrated system of education relevant to the goals of national development.

SEC. 5. *Powers and Functions.* – To accomplish its mandate and objectives, the Ministry shall have the powers and functions of formulating, planning, implementing and coordinating the policies, plans, programs and projects for the following areas of responsibility:

- (a)Elementary, secondary, physical and international kinds of education;
- (b)Non-formal and vocational/technical kinds of education;
- (c)Higher education;
- (d)Development of culture;
- (e)Foreign and locally assisted projects and other activities relative to Subsections (a), (b), (c) and (d).

SEC. 6. *Structural Organization.* – The Ministry, aside from the Ministry Proper, shall consist of Bureaus and Regional Offices.

SEC. 7. *Ministry Proper.* – The Ministry Proper shall consist of the following units:

- (a)Office of the Minister;
- (b)Planning Service – The Planning Service shall be responsible for providing the Ministry with economical, efficient, and effective services relating to planning, programming, and project development.
- (c)Financial and Management Service – The Financial and Management Service shall be responsible for providing the Ministry with staff advice and assistance on budgetary, financial, and management improvement matters.
- (d)Administrative Service – The Administrative Service shall be responsible for providing the Ministry with economical, efficient, and effective services relating to legal assistance, information, records, supplies, equipment, collection, disbursement, security and custodial work.
- (e)Human Resources Development Service, which is hereby created to:
 - 1. Develop and administer a personnel program which shall include selection and placement, classification and pay, career and employment development, performance rating, employee relations and welfare services.

2. Act on all matters concerning attendance, leaves of absences, appointments, promotions, and other personnel transaction.

3. Conduct training programs in the Ministry.

(f) Technical Service, which shall include the Office of the Head Executive Assistant and the Information and Publication Service – The Technical Service shall take charge of technical staff activities peculiar to a Ministry which cannot be allocated to the four (4) other services.

SEC. 8. *Minister of Education, Culture and Sports.* – The authority and responsibility for the exercise of the mandate of the Ministry and for the discharge of its powers and functions shall be vested in the Minister of Education, Culture and Sports, hereinafter referred to as Minister, who shall have supervision and control of the Ministry and shall be appointed by the President.

SEC. 9. *Office of the Minister.* – The Office of the Minister shall be composed of the Minister and his immediate staff as determined by him.

SEC. 10. *Deputy Ministers.* – The Minister shall be assisted by five (5) Deputy Ministers appointed by the President upon the recommendation of the Minister, each of whom shall be responsible for each of the following areas of responsibility:

(a) Elementary education, secondary education, physical education, and international education programs and centers;

(b) Non-formal education, vocational/technical education, and youth organizations;

(c) Higher education, cultural agencies, and foreign assisted projects;

(d) Internal administration and management, and regional coordination;

(e) Legal and legislative affairs, and other attached agencies and centers.

SEC. 11. *Bureau of Elementary Education.* – The Bureau of Elementary Education shall have the following functions:

(a) Conduct studies and formulate, develop and evaluate programs and educational standards for elementary education;

(b) Undertake studies necessary for the preparation of prototype curricular designs, instructional materials, and teacher training program for elementary education;

(c) Formulate guidelines to improve elementary school physical plans and equipment, and general management of these

schools;

(d) Perform other functions provided by law.

SEC. 12. *Bureau of Secondary Education*. – The Bureau of Secondary Education shall have the following functions:

(a) Conduct studies and formulate, develop and evaluate programs and educational standards for secondary education;

(b) Develop curricular designs, prepare instructional materials and prepare and evaluate programs to upgrade the quality of the teaching and non-teaching staff at the secondary level.

(c) Formulate guidelines to improve the secondary school physical plants and equipment, and general management of these schools;

(d) Perform other functions provided by law.

SEC. 13. *Bureau of Technical and Vocational Education*. – The Bureau of Technical and Vocation Education shall have the following functions:

(a) Collaborate with other agencies in formulation of manpower plans;

(b) Develop studies, formulate, develop and evaluate post-secondary vocational-technical programs and recommend educational standards for these programs;

(c) Develop curricular designs and prepare instructional materials, prepare and evaluate programs to upgrade the quality of teaching and non-teaching staff, and formulate guidelines to improve the physical plant and equipment of post-secondary vocational-technical schools.

SEC. 14. *Bureau of Higher Education*. – The Bureau of Higher Education shall have the following functions:

(a) Develop, formulate and evaluate programs, projects and educational standards for a higher education;

(b) Provide staff assistance to the Board of Higher Education in its policy and advisory functions;

(c) Provide technical assistance to encourage, institutional development programs and projects;

(d) Compile, analyze and evaluate data on higher education;

(e) Perform other functions provided by law.

SEC. 15. *Bureau of Continuing Education, hereby renamed as Bureau of Non-Formal*