



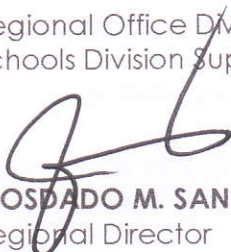
Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
Gate 2, Karangalan Village, Cainta Rizal



REGIONAL MEMORANDUM

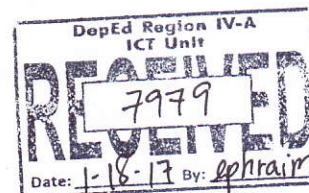
No. 032 s. 2017

To : Regional Office Division Chiefs
Schools Division Superintendents

From : 
DIOSDADO M. SAN ANTONIO
Regional Director

Subject : Consultative Conference for the Select Members of
DepEd Region IV-A (Calabarzon) Personnel Selection
Board (PSB)

Date : January 17, 2017



To clarify issues and concern in the provision of the various policy guidelines for the hiring of teaching-related and non-teaching personnel, the DepEd Region IV-A (Calabarzon) Personnel Selection Board will conduct a two-day consultative conference on February 2-3, 2017 at the First Pacific Leadership Academy, Km. 27 Sumulong Highway, Antipolo City.

Among the important activities to be undertaken in this two-day consultative conference is the crafting of the internal guidelines in the appointment and promotion of teaching, teaching-related and non-teaching personnel.

In this regard, the select members of the *Regional Personnel Selection Board* and the *Chairman of the Personnel Selection Board (PSB) of the Schools Division Offices* are enjoined to attend this activity.

In the case of the City Schools Division of Cabuyao, the Schools Division Superintendent is requested to attend.

Expenses relative to this two-day activity such as food and accommodation, conference kits and other allowable will be cost-shared. Hence, a registration fee of Two Thousand Four Hundred Pesos (Php 2,400.00) shall be collected from each of the division and regional participant chargeable against their Division INSET Fund and the latter shall be charged against their Regional Funds.





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The Travelling expenses of all the participants will be charged against their local funds subject to the usual accounting and auditing rules and regulations.

All the participants are advised to bring their own laptop and extension cord to be used during this two-day consultative conference.

Considering the importance of this activity, please note that no proxy is allowed.

For confirmation of attendance, kindly accomplish the attached confirmation slip and send to e-mail address: region4a@deped.gov.ph on or before January 25, 2017..

Attached also is a copy of the Indicative Program of Activities for easy reference.

Immediate dissemination of this Memorandum is earnestly desired.



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Enclosure to Regional Memorandum No. _____s. 2017

CONFIRMATION SLIP

_____ I will attend in this two-day consultative conference.
_____ I cannot attend.

Signature over Printed Name



CONSULTATIVE CONFERENCE FOR THE SELECT MEMBERS OF THE PERSONNEL SELECTION BOARD OF DEPED REGION IV-A (CALABARZON)

INDICATIVE PROGRAM OF ACTIVITIES

DATE	TIME	ACTIVITY	
February 2, 2017 (Day 1)	8:00 AM - 9:00 AM	Arrival and Registration	
	9:00 AM - 9:15 AM	OPENING PROGRAM	
	9:15 AM - 9:45 AM	Coffee Break	
	9:45 AM - 12:00 NN	Round Table Discussion on DepEd Order No. 42, s. 2007 and DepEd Order No. 66 s. 2007	
	12:00 NN - 1:30 PM	Lunch Break (Check-In)	
	1:30 PM - 3:00 PM	Round Table Discussion on MEC Order No. 10 s., 1979	
	3:00 PM - 3:15 PM	Coffee Break	
	3:15 PM - 5:00 PM	Dinner and Socialization	
	6:30 AM - 8:00 AM	Breakfast	
	8:00 AM - 9:00 AM	Recap of Day 1	
February 3, 2017 (Day 2)	9:00 AM - 12:00 NN	Round Table Discussion on Master Teacher Requirements	
	12:00 NN - 1:30 PM	Lunch Break (Check-Out)	
	1:30 PM - 4:00 PM	Round Table Discussion on PSDs Requirements	
	4:00 PM - 5:00 PM	CLOSING PROGRAM	