

Republika ng Pilipinas  
(Republic of the Philippines)  
MINISTERI NG EDUKASYON AT KULTURA  
(MINISTRY OF EDUCATION AND CULTURE)  
Manila

October 24, 1978

MEX MEMORANDUM  
No. 296, s. 1978

SECOND WORKSHOP-SEMINAR ON ADMINISTRATIVE  
DISCIPLINE/ADMINISTRATIVE INVESTIGATION

To: Bureau Directors  
Regional Directors  
Schools Superintendents  
Vocational School Administrators

1. In response to the clamor of the participants who attended the first workshop-seminars on Administrative Discipline/Administrative Investigation, this Ministry will conduct a follow-up workshop-seminar on the same subject in the following places on the dates indicated:

Regions I, II and III, Teachers Camp,  
Baguio City ..... Nov. 23-24, 1978  
Regions IV, IV-A and V, Manila ..... Nov. 27-28, 1978  
Regions VI, VII and VIII, Iloilo City .. Jan. 10-11, 1979  
Regions IX, X, XI and XII,  
Zamboanga City ..... Jan. 17-18, 1979

2. The seminar aims to familiarize the participants with the different laws, rules and jurisprudence governing Administrative Discipline/Administrative Investigation which were not covered during the first workshop-seminar, in order to further upgrade their competencies in the handling and/or disposition of disciplinary cases.

3. Participants to this seminar shall be the legal officer or in his absence, the personnel in charge of legal and administrative cases in the regional or division office, the school superintendent or in his absence, the assistant superintendent, vocational school administrators and secondary school principals.

4. Expenses incident to attendance in this training seminar will be charged against local funds, subject to existing accounting and auditing rules and regulations. Each participant shall pay a registration fee of one hundred fifty pesos (P150) to cover the costs of handouts and other incidental expenses.

(SGS.) NARCISO ALBARRACIN  
Acting Minister of Education and Culture







Reference:

REC Memorandum No. 184, s. 1978

Allotment: 1-2--(D.O. 1-76)

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

~~EXPENSES~~  
~~OFFICIALS~~  
~~SEMINAR~~  
~~WORKSHOP~~





