

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

December 5, 1978

SEC. MEMORANDUM  
No. 326, s. 1978

SEMINAR-WORKSHOPS FOR GOVERNMENT TRAINING OFFICERS

To: Bureau Directors  
Regional Directors  
Chiefs of Services and Heads of Units  
Coordinator, State Colleges and Universities  
Schools Superintendents

1. The Government Training Officers Association of the Philippines (GTOAP) will hold a series of regional seminar-workshops in the following places and dates on the theme: 'Mobilizing Human Resources for Countryside Development Through Training.'

<u>Region</u>	<u>Date</u>	<u>Place</u>
IV	Dec. 11-15, 1978	Midtown Ramada Hotel, Manila
VI, VII and VIII	Jan. 22-26, 1979	Cebu City
I, II and III	Feb. 15-23, 1979	Iligan City

2. Training officers, personnel officers and administrative officers or assistants, or, in the absence of these officers any personnel involved in training management may attend the seminar for their regions. Expenses incident to their attendance including those for travel and seminar fee of five hundred pesos (P500) are chargeable against local funds subject to availability and the usual accounting and auditing regulations. However, those who are residing in the regional center where the workshop shall be held, shall be entitled only to reasonable transportation expenses and seminar fee.

3. Attention is invited to the enclosed Memorandum Circular No. 1065 of the Office of the President, which requires the submission of a report to this Office by each participant within 30 days after the end of the seminar-workshop.

(SGD.) JUAN L. MARIKI  
Minister of Education and Culture



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Incl.:  
As stated

Reference:  
Department Memorandum: No. 319, 3. 1970

Allotment: 1-2-3--(D.O. 1-70)

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

- ✓ EXPENSES
- ✓ OFFICIALS
- ✓ REPORT
- ✓ SEMINAR
- ✓ SOCIETY or ASSOCIATIONS
- ✓ WORKSHOP









(Inclosure to SEC Memorandum No. 326, s. 1979)

TANGGAPAN NG PANGULO NG PILIPINAS  
(OFFICE OF THE PRESIDENT OF THE PHILIPPINES)

MEMORANDUM CIRCULAR NO. 1065

AUTHORIZING ATTENDANCE IN THE REGIONAL CONFERENCE-WORKSHOPS  
OF THE GOVERNMENT TRAINING OFFICERS ASSOCIATION OF THE  
PHILIPPINES, INC. (GTOAP)

The Government Training Officers Association of the Philippines, Inc. (GTOAP) will hold a series of regional conference-workshops on different dates and places starting on September 18-22, 1978, for Region IV-A, at the Philippine International Convention Center, Metro Manila; for Regions IX, X, XI and XII, at Cagayan de Oro City on October 23-27, 1978, for Regions IV and V, at Ilogaspi City on November 20-24, 1978; for Regions VI, VII and VIII, at Cebu City on January 22-26, 1979, and for Regions I, II and III, at Baguio City on February 19-23, 1979, on the theme: "MOBILIZING HUMAN RESOURCES FOR COUNTRYSIDE DEVELOPMENT THROUGH TRAINING."

Heads of departments, chiefs of bureaus and offices, including government-owned or controlled corporations, are hereby authorized to send not more than two (2) participants each who are involved in training to the conference-workshop on official time with reasonable expenses for transportation, per diem and a conference fee of P500 per participant, chargeable against the appropriations of their respective offices, in accordance with the provisions of Presidential Decree No. 344 dated November 26, 1973, as implemented by COA General Circular No. 127, series of 1973, subject to the availability of funds and the usual accounting and auditing requirements, as an exception to Memorandum Circular No. 593 of this Office dated August 6, 1972. Participants residing or stationed within the site of the conference-workshop shall be entitled to conference fees only.

The participants shall submit to their respective office heads a complete report on their attendance or participation in the conference-workshop as prescribed under Memorandum Circular No. 987 dated June 10, 1977, furnishing this Office a copy thereof.

(SGE.) JACOB O. CLAVE  
Presidential Executive Assistant

Manila, June 16, 1978

A true copy





