



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS

Maricao Avenue, Pasig City

March 24, 1997

DECS MEMORANDUM
No. 109, s. 1997

ANNOUNCING THE 1997 PNU SUMMER EDUCATIONAL MANAGEMENT INSTITUTE

To: Bureau Directors
Regional Directors
Schools Superintendents
Presidents, State Colleges and Universities
Heads of Private Schools, Colleges and Universities
Vocational School Superintendents/Administrators

1. The Department of Education, Culture and Sports in coordination with the Philippine Normal University will conduct a training program for school managers/administrators from April 28 to May 23. The four-week program, known as the PNU Educational Management Institute is designed to provide opportunity for retraining school managers/administrators in Philippine public and private schools.
2. The program aims to improve the job performance of school managers/administrators through a relevant, intensive and systematic training for the maintenance and promotion of efficient and effective educational service.
3. The participants to this program shall be principals/administrators. Those who have already gone through the Advance Management Development Program (AMDP) at the DECS - National Educators Academy of the Philippines (NEAP) in Baguio City may attend the said program if they so desire, at their own expense.
4. A registration fee of two thousand pesos (P2,000.00) shall be charged each participant to cover the cost of institute materials, honoraria of speakers and certificates. This may be charged against local INSET funds subject to the usual accounting and auditing rules and regulations upon the approval of the field, subject to the decision of the regional office. Participants from private institutions shall make their own arrangements with their respective schools.
5. For particulars and confirmation, please contact:

Dr. Leonora L. Oriundo Head, Dept of Educational Management and Evaluation, PNU Tel. No. 807-97-54 Fax No. 527-03-75	Dr. Jesus A. Ochave Dean, PNU Graduate College Tel. No. 527-03-74 Fax No. 527-03-75
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6. Immediate dissemination of this Memorandum to all concerned is desired.


RICARDO T. GLORIA
Secretary

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3/24/97

Reference:

DECS Memorandum: No. 121, s. 1996

Allotment: 1-2-3-4--(M.O. 1-87)

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

OFFICIALS

TEACHERS

TRAINING PROGRAMS