



REPUBLIKA NG PILIPINAS  
REPUBLIC OF THE PHILIPPINES  
**KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS**  
**DEPARTMENT OF EDUCATION, CULTURE AND SPORTS**  
DECS Complex, Meralco Avenue  
Pasig City, Philippines



*Tanggapang Pangalawang Kalihim*  
*Office of the Undersecretary*

DepEd MEMORANDUM  
No. **319**, s. 2001

**NOV 29 2001**

Year - End Performance Review and Planning Meeting of Secondary  
Education Division (SED) Chiefs and Asst. Chiefs

TO : Bureau/Regional Directors  
Chiefs and Assistant Chiefs  
Secondary Education Divisions (SED)

1. The Bureau of Secondary Education, in coordination with the Philippine Association of Secondary Education Chiefs and Asst. Chiefs Incorporated, shall conduct a year-end performance review and planning meeting of the Secondary Education Division (SED) Chiefs and Asst. Chiefs on December 17-18, 2001 at Horizon Hotel, EDSA, Mandaluyong City.
2. The participants shall include thirty-two (32) SED Chiefs and Asst. Chiefs and selected BSE staff.
3. A registration fee of three thousand five hundred pesos only (P 3,500.00) to cover expenses for board and lodging and materials shall be charged each participant. The regional participants' transportation and other expenses incidental to their attendance in this activity shall be charged against local funds. The BSE staff shall charge their transportation and registration expenses against BSE funds, subject to the usual accounting and auditing rules and regulations.
4. The list of participants and the tentative schedule of activities are enclosed. The participants are expected to check in at the Hotel on December 16 at 5:00 p.m. and check out at 1:00 p.m. on December 18, 2001.
5. Immediate dissemination of this Memorandum to all concerned is desired.

  
FE A. HIDALGO

Undersecretary for Programs  
and Projects

Tel. # 633-72-59  
Telefax 633-72-05

Encis.:

As stated

Reference:

DECS Memorandum: No. 201, s. 2001

Allotment: 1—(D.O. 50-97)

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

CONFERENCES

OFFICIALS

SECONDARY EDUCATION


**List of Participants**

**Year-End Performance Review and Planning Meeting  
of Secondary Education Division (SED)  
Chiefs and Assistant Chiefs**

Region	SED Chief/ Assistant Chief	BSE Staff
I	Constancia Dacanay Teresita Bauzon	Director Carolina S. Guerrero Dr. Lolita M. Andrada Dr. Eugenia M. Moraleda Erlinda M. Guevarra Zenaida G. Mendoza Estelita H. Aguilar
II	Romeo Tarun Linda Tungcol	
III	Magdalena Roque Elisa Ballesteros	
IV	Elias Castromero Conchita Tan	
V	Amy Deniega Erlinda Roxas	
VI	Elmer Carbon Eduardo Penaranda	
VII	Antonio Ogdod Marcial Degamo	
VIII	Vivencio Siguan	
IX	Florencia Fronda Pilar Rico	
X	Mario Basalo	
XI	Ursula Valderrama Evelyn Prantilla	
XII	Felipa Sumauang Natividad Redoble	
CAR	Rosalia Guadaña Julius Bangnan	
CARAGA	Elvira Namuag Rodolfo Valencia	
NCR	Josefina Cunanan Luz Rojo	
ARMM	Hamid Ladjakahal	

**TENTATIVE SCHEDULE OF ACTIVITIES**

**YEAR-END PERFORMANCE REVIEW AND PLANNING MEETING  
OF SECONDARY EDUCATION DIVISION CHIEFS AND ASSISTANT CHIEFS  
17 - 18 December 2001**

TIME	DAY 1 - Dec. 17	DAY 2 - Dec. 18
8:00 - 9:30 am	Arrival Settling In Registration	<div style="border: 1px solid black; padding: 10px; text-align: center;"> <b>WORKSHOP: PLANNING FOR 2002</b>  </div>
9:30 - 10:00 am	Opening Program	
10:00 - 12:00 nn	BSE Updates	
12:00 - 1:00 pm	L U	N C H
1:00 - 4:00 pm	Report on Accomplishments • Region • BSE	Presentation of Outputs Clearing House
4:00 - 6:00 pm	Association Matters	Closing Program
7:00 - 8:00 pm	D I N N E R	