



Tanggapan ng Kalihim
Office of the Secretary

FEB 16 2005

DepED MEMORANDUM

No. 48, s. 2005

ATTENDANCE TO THE 3RD NATIONAL EDUCATORS' COOPERATIVE SUMMIT
AND 7TH PHILIPPINE FEDERATION OF TEACHERS AND EMPLOYEES
COOPERATIVES (PFTEC) ANNUAL GENERAL ASSEMBLY

To: Regional Directors
Directors of Services/Centers and Heads of Units
Schools Division/City Superintendents
Heads, Public Elementary and Secondary Schools

1. The Philippine Federation of Teachers and Employees Cooperatives (PFTEC) in partnership with the DepED National Capital Region, the DepED Employees Welfare and Benefits Division (EWBD) and the Cooperative Development Authority will conduct the 3rd National Educators' Cooperative Summit on April 20-21, 2005 at the Manila Pavilion, United Nations Avenue, Ermita, Manila. The summit will be followed by the conduct of PFTECs 7th Annual General Assembly on April 22, 2005 at the same venue.
2. The theme of the summit and general assembly is "Savings and Networking of DepED Teachers' Coops: Key to a Strong Republic". This is in response to the President's call to build a strong republic and as a follow through of Executive Order No. 33 enjoining the DepED to institute anti-poverty program in the Department.
3. The principal objective of savings mobilization and financial integration is to maximize the utilization of funds within the teachers' coop sector, so that when funds are needed to help themselves there would be no need to resort to borrowing from outside sources. Hence, this summit aims to:
 - a) develop an understanding on the need to promote savings and thrift as a way towards poverty alleviation;
 - b) develop strategies on how to promote savings among cooperative members;
 - c) develop long-term policy in DepED that will establish an appropriate policy environment towards the encouragement of Teachers' Cooperative to participate in the internal mobilization of funds and the provision of credit, and to redeem the teachers' debts from private financial institutions;
 - d) enumerate the responsibilities of the Cooperative and the PFTEC on financial intermediation and networking; and
 - e) increase the level of awareness on the role of PFTEC in building its savings, networking with DepED officials and their cooperatives, and on the objectives to promote financial integration to facilitate socio-economic development.

4. Participants in this live-out summit and assembly are the regional/division cooperative coordinators and those officials of DepED who are incumbent officials of their school cooperatives; these are allowed to attend **on official business**. The chairmen/chairpersons, board of directors, managers, and committee officers and key officers of the registered teachers and employees' cooperatives shall attend **on official time only**.

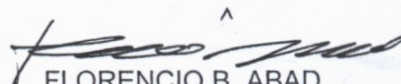
5. A registration fee of Four Thousand Pesos (PhP4,000.00) and transportation expenses of above referred DepED and Cooperative officials shall be charged to their respective local funds subject to the usual accounting and auditing rules and regulations. The registration fee covers cost of training materials and meals consisting of five (5) snacks, two (2) lunches, and one (1) dinner/concert (first meal is p.m. snack to start on April 20, 2005).

6. The DepED Regional Office of NCR and the Metro Manila Teachers' Cooperatives shall be the hosts of this event. The Employees Welfare and Benefits Division (EWBD), DepED, shall assist the DepED NCR and the PFTEC in providing the necessary Secretariat services during the summit. Incidental expenses to be incurred by the EWBD staff and other personnel of the Central Office who will be tapped to provide Secretariat services shall be charged against the appropriation for the formation of teachers' cooperatives included in the DepED budget for FY 2005.

7. Participants shall fill up in advance the enrollment form to be submitted to the Registration and Secretariat Committee and look for Dr. Emma Fabre at DepED-NCR with telefax no. (02) 929-4348; Mrs. Jena Bugarin at the EWBD, DepED Central Office with telefax no. (02) 633-72-29 and Ms. Grace Valera at the PFTEC Office with tel. no. (02) 687-4246 on or before **April 10, 2005**. Pre-payment of registration fees may be made on or before **April 16, 2005** through checks payable to PFTEC and to be forwarded to Ms. Sonia de Leon, PFTEC Treasurer at the EWB, DepED Central Office, Meralco Avenue, Pasig City. Only those with pre-paid registration fees shall be considered confirmed participants.

8. Enclosed are the schedule of activities and enrolment form. Participants outside Metro Manila who wish to be accommodated in hotels may seek assistance from Ms. Florence Monton at tel. no. (02) 632-1361 local 2185 for reservation and billeting.

9. Immediate and wide dissemination of this Memorandum is desired.


FLORENCIO B. ABAD
Secretary

Encls.:

As stated

Reference:

DepED Memorandum: No. 114, s. 2004

Allotment: 1--(D.O. 50-97)

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

CONFERENCES
COOPERATIVE EDUCATION
EMPLOYEES
TEACHERS



ENROLLMENT FORM
Attendance at the 3rd National Educators' Cooperative Summit &
7th PFTEC Annual General Assembly
 Manila Pavilion Hotel, U.N. Avenue, Manila
 April 20-22, 2005

Please check: As Official Voting Delegate at the 7th PFTEC Annual General Assembly
 As Participant at the 3rd National Educators' Cooperative Summit

TO BE FILLED UP BY COOPERATIVE OFFICIALS		Telephone/Fax Number:
Name of Participant:	CP#:	E-Mail Address:
Nickname:	Food Preference:	
Position in the Coop:	Dinner/Concert Attendance:	
Cooperative Representing:	<input type="checkbox"/> Yes I will bring ___ companion to the dinner/concert and pay Eight Hundred Pesos only (P800.00)/head	
Complete Address of Cooperative:	Contact Person In Case of Emergency:	
<input type="checkbox"/> Will join the City Tour on:	<input type="checkbox"/> Will join the Corregidor Tour on:	
<input type="checkbox"/> Will join Coop Exposure Tour on:	<input type="checkbox"/> Please arrange hotel reservation as per enclosed form	
<input type="checkbox"/> Please reserve plane booking as per enclosed form	<input type="checkbox"/> Please arrange hotel reservation as per enclosed form	
TO BE FILLED UP BY DepEd Officials/Participants		
Name of Participant:	Position in DepEd:	
Nickname:		
Business Address:	Telephone Number/E-mail:	
Region/Division:		
Contact Person In case of Emergency:	CP#/E-Mail Address:	
	Food Preference:	
<input type="checkbox"/> Will join the City Tour on:	<input type="checkbox"/> Will join the Corregidor Tour on:	
<input type="checkbox"/> Will join Coop Exposure Tour on:	<input type="checkbox"/> Please arrange hotel reservation as per enclosed form	
<input type="checkbox"/> Please reserve plane booking as per enclosed form	<input type="checkbox"/> Please arrange hotel reservation as per enclosed form	
	Dinner/Concert Attendance:	
	<input type="checkbox"/> Yes I will bring ___ companion to the dinner/concert and pay Eight Hundred Pesos only (P800.00)/head	
Enclosed herewith is our check payment in the amount of:		
	Registration Fee	P _____
	Dinner/Concert for My Companion	P _____
	TOTAL PAYMENT	P _____
Check Number:		

HOTEL ACCOMODATION/ BOOKING FORM
3RD National Educators' Coop Summit & PFTEC 7th General Assembly
Manila Pavilion Hotel, U.N Avenue, Malate, Manila
April 20-23, 2005

Please reserve hotels/rooms accommodation for the following participants at the:

Hotel/Hostel	Type of Accommodation	Room Rate

Name of Cooperative	Name of Participants	Sex
	1.	
	2.	
	3.	
	4.	
	5.	

(NOTE: Downpayment and full payment shall be settled directly at the hotel)

TRAVEL BOOKING FORM

CITY TOUR - April 20 or April 22

Please check the kind of tour you will join:

A. CITY TOUR OF MANILA _____

Package rate per pax:

2 - 3 Php 1,499.85 10 - 20 Php 678.70
4 - 9 Php 855.25 21 - 44 Php 437.25
45 pax Php 250.00

Itinerary:

This tour introduces you to the major historical and modern attraction in Manila like Rizal Park, Walled City of Intramuros, ancient Fort Santiago, San Agustin Church, Casa Manila and on Makati area, the luxurious suburb & drive Ayala Avenue, Makati Commercial Center and Forbes Park.

B. CORREGIDOR _____

(whole day tours with lunch)

Package cost: Php 1,050.00

Inclusions: Air conditioned tourist coach, service of a DOT accredited Tour Guide

CEBU PACIFIC (Pls. See the roundtrip fare below)		
1 _____	2 _____	3 _____
ROUTE:		
TO _____	FR _____	DATE _____
ETD _____	ETA _____	FLT NO _____
TO _____	FR _____	DATE _____
ETD _____	ETA _____	FLT NO _____
RECORD LOCATOR NO. _____	AMOUNT OF FARE: PHP _____	
Visayas-Manila-Visayas ---- Php3,769	Mindanao-Manila-Mindanao ----- Php4,767	

CEBU PACIFIC: (Official Carrier to 3rd National Educators' Coop Summit & 7th General Assembly)

Class: Economy Class

PLANE FARE: 25% DISCOUNTED FARE + P 50.00 PREPAID TICKET ADVISE + P 515 INSURANCE AND AVIATION FEES.

CONDITIONS:

1. Tickets are rebookable within the validity period, subject to the following fees:

Non-User's Fee (NUF) Php 200.00
Re-issuance Php 100.00

2. Tickets are upgradeable to higher fare type, provided fare difference and applicable charges are assessed.

3. Prepaid tickets are subject to PHP 50.00 fee per Passenger Name Record (PNR).

4. Tickets are non-refundable.

(Enclosure No. 1-B to DepED Memorandum No. 48, s. 2005)

LIST OF HOTELS/HOSTEL ACCOMMODATIONS

3RD NATIONAL EDUCATORS' COOPERATIVE SOCIETY & 4TH PETA General Assembly

(Reservations must be made not later than March 31, 2005. Room rate per day/night are as follows, & subject to change w/o prior notice)

<u>HOTEL / HOSTEL</u>	<u>ADDRESS</u>	<u>TYPE OF ACCOMMODATION</u>	<u>NO. OF PERSONS</u>	<u>PRICE</u>	<u>HOTEL / HOSTEL</u>	<u>ADDRESS</u>	<u>TYPE OF ACCOMMODATION</u>	<u>NO. OF PERSONS</u>	<u>PRICE</u>
Bayview Park Hotel	1118 Roxas Boulevard UN Ave., Ermita, Manila	Standard-Twin Standard-Triple Superior-Twin Superior-Triple	pax 2 pax 3 pax 2 pax 3	1,080 720 1,330 887	New Hotel Miramar	1034-1036 Roxas Boulevard, Ermita,	Twin Sharing Triple Sharing Quadruple Sharing	pax 2 pax 3 pax 4	800 700 600
Cherry Blossoms Hotel	550 J. Bacoobo St., Ermita Manila	Superior 2 Level Suite De Luxe Family	room 2 room 2 room 2 room 2-4	1,500 1,725 1,670 2,725	Park Hotel	1032-34 Belen St., Ermita, Manila	De Luxe Twin Deluxe Superior Twin Superior Extra Bed	room 2 room 2 room 3 room 3 room 3	1,800 2,200 2,400 3,000 500
Citystate Tower Hotel	1315 A. Mabini St., Ermita Manila	Standard Superior De Luxe Junior Suite Extra Bed	room 2 room 2 room 2 room 2 room 2	1,250 1,700 1,850 2,500 500	Paragon Tower Hotel	531 A. Flores St., Ermita, Manila	De Luxe Junior Suite Family Suite	room 2-4 room 2-5 room 2-6	1,890 2,145 2,485
Garden Plaza Hotel	1030 Belen St., Paco, Manila	Triple sharing Quadruple Sharing Quintuple Sharing	pax 3 pax 4 pax 6	400 300 250	GSP Hostel/Dormitory (Girl Scout of the Phils.)	GSP 5 th Floor 901 Padre Faura St. Ermita, Manila	Fan room pax Airroom Pax	room 3 room 3	250 1,000
Golden Bay Hotel	247 Padre Faura corner Roxas Boulevard, Ermita Manila	Twin Occupancy Triple Occupancy Quad Occupancy	pax 2 pax 3 pax 4	750 550 450	BSP Hostel/Dormitory	181 Natividad Alameda Street Ermita, Manila	VIP 1 VIP 2	room 3 room 3	1,600 1,600
Manila Pavilion Hotel	UN Ave., Corner Ma. Orosa St., Ermita, Manila	Double/Twin Sharing Triple Sharing	room 2 room 3	2,200 2,600	Pius XII Catholic Center Dormitory	1175 UN Ave., Ermita, Manila	Dormitory Standard De Luxe Executive Suite Additional Person	pax 10 room 2 room 3 room 3 room 3 room 3	350 660 1,050 1,275 1,440 250

**3rd National Educators' Cooperative Summit' &
7th PFTEC Annual General Assembly**

Theme: "Savings & Networking of Teacher's Coops: Key to a Strong Republic"
Manila Pavilion, U.N. Avenue, Ermita, Manila, April 20-22, 2005

Hosted by:

Department of Education, Regional Office- National Capital Region (NCR)
Cooperative Development Authority
NCR & Metro Manila Teachers' Cooperatives

In Cooperation with: EWBD DepEd Central Office

TENTATIVE PROGRAM OF ACTIVITIES

Time	April 20, 2005 (Wednesday)	April 21, 2005 (Thursday)	April 22, 2005 (Friday)
8:30 a.m.		National Educators' Coop Summit Topic # 1: The Role of Savings & Thrift to Poverty Alleviation	Workshop & Summit Recommendations
9:00 a.m.	Registration of Participants (Option for City Tour, Coop Exposure Tour)	↓	↓
10:00 a.m.		Snacks	Snacks
10:30 a.m.		National Educators' Coop Summit Topic #2: Savings Mobilization Techniques and Strategies	Monitoring, Supervision and Regulation of Credit Cooperatives
12:00 noon		Lunch Break	Lunch Break
1:30 p.m.		National Educators' Coop Summit Topic #3: Savings Policy Environment for Teachers' Coops	General Assembly Snacks General Assembly
3:00 p.m.	Snacks	Snacks	↓
3:30 p.m.		National Educators' Coop Summit Topic #4: Savings & Networking: Key to Strong Republic	
4:30 p.m.	Opening Ceremony & Awarding	Open Forum	General Assembly/ Resolution of Thanks/Closing (Corregidor Tour Option April 23)
5:30:00 p.m.	Free Time	PFTEC "PA-RAFFLE PROMO 2005"/Dinner & Concert	