



Tanggapan ng Kalihim  
Office of the Secretary

REPUBLIKA NG PILIPINAS  
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**DEPED MEMORANDUM**

No. 325, s. 2005

OCT 24 2005

**AMENDMENTS TO DEPED MEMORANDUM NO. 242, s. 2005**

To: Undersecretaries  
Assistant Secretaries  
Bureau/Service/Center Directors  
Regional Directors  
Schools Division Superintendents  
Elementary/Secondary School Principals


1. This is to provide additional information and amendments to DepED Memorandum No. 242, s. 2005 dated August 17, 2005 regarding the conduct of the 2<sup>nd</sup> National Seminar-Workshop of Officials and Employees Involved in Personnel Administration, as follows:

Dates	Venues	Participating Regions
Batch 1 - Nov. 22-24, 2005	Villa Caceres Hotel, Naga City	I-V, NCR, CAR
Batch 2 - Dec. 5-7, 2005	Grand Men Seng Hotel, Davao City	VI-XII, CARAGA, ARMM

2. The list of participants should be submitted by the Regional Directors/Superintendents at least two weeks before the start of the seminar-workshops.

3. The registration fee of each participant has been reduced to Three Thousand Pesos (₱3,000.00). Registration shall start in the afternoon of November 21 and December 4; first meal will be dinner of November 21 and December 4; while closing will be in the afternoon of November 24 and December 7, respectively.

4. Immediate dissemination of this Memorandum is desired.

  
FE A. HIDALGO  
Undersecretary  
Officer-In-Charge