

Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON, KULTURA AT ISPORTS
(DEPARTMENT OF EDUCATION, CULTURE AND SPORTS)
UL Complex, Pasig, Metro Manila

February 28, 1992

DECS O R D E R
No. 26, s. 1992

AMENDMENT TO DECS ORDER NO. 139, S. 1991
(Prescribing for Purposes of Uniformity and Ease of Evaluation
the Form of Report Required Under Administrative
Order No. 230, Current Series)

To: Undersecretaries
Assistant Secretaries
Bureau Directors/Cultural Agency Directors
Directors of Services/Centers and Heads of Units
Regional Directors
Schools Superintendents
Presidents, State Colleges and Universities
Vocational School Superintendents/Administrators

1. As per inclosed Memorandum dated January 14, 1992 of the Office of the President, the inclosure to DECS Order No. 139, s. 1991 is being amended to conform with the pro-forma attached to the above-mentioned memorandum which will serve as basis in the preparation of the monthly reports as requested in Administrative Order No. 230 dated August 16, 1991.
2. It is desired that this Order be brought to the attention of all concerned for their information and guidance.

(SGD.) ISIDRO D. CARINO
Secretary

Incl.:
As stated

Reference: DECS Order: (No. 139, s. 1991)

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

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

AMENDMENTS
CHANGE
FORMS

REPORTS
RULES & REGULATIONS
TRAVEL

(Inclosure to DECS Order No. 26, s. 1992)

OFFICE OF THE PRESIDENT
OF THE PHILIPPINES
Malacañang

14 January 1992

MEMORANDUM

TO : All Heads of Departments, Agencies, Bureaus and Government-Owned and Controlled Corporations

This is to call your attention regarding the monthly report on foreign travels submitted to the Office of the Executive Secretary. It has been observed that the said reports are of varying formats and contain insufficient information as provided for in Administrative Order No. 230 and Executive Order No. 401.

To facilitate the consolidation and evaluation of the said reports, this Office is submitting the attached pro-forma which shall serve as basis in the preparation of your report.

Please be reminded of the A.O. provision of requiring submission of a report on all actions/decisions relative to such implementation.

For your strict compliance.

(SGD.) FRANKLIN M. DRILON
Executive Secretary

A true copy

