

Republic of the Philippines
DEPARTMENT OF EDUCATION, CULTURE AND SPORTS
UL Complex, Pasig City

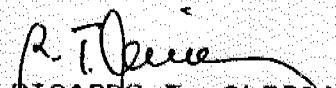
July 12, 1996

DECS O R D E R
No. 46, s. 1996

**ESTABLISHING AN EMPLOYEES WELFARE DESK
IN THE REGIONAL/DIVISION OFFICES**

To: Undersecretaries
Assistant Secretaries
Regional Directors
Bureau Directors
Schools Superintendents

1. This Office noted that certain programs and projects of the Department related to employees welfare and benefits are not sufficiently attended to in the field offices. Examples of which are the Provident Fund, Shelter Program and Grievance Machinery. These programs and projects are meant to enhance the quality of life and dignity of teachers and employees.
2. To ensure the efficient and effective implementation of the welfare programs and projects of the Department, an Employees Welfare Desk for this purpose shall be established under the Administrative Division in all regional and division offices. The Desk Officer and his members shall be directly under the Administrative Officer of the regional/division office. The names of the designated Regional/Division Welfare Desk Officers and their members shall be submitted to this Office (Attn.: The Chief, Employees Welfare and Benefits Division (EWBD), DECS Central Office, Meralco Avenue, Pasig City) on or before August 15.
3. The Regional/Division Administrative Officers shall coordinate with the EWBD regarding the operations of the Employees Welfare Desk.
4. For immediate and wide dissemination.


RICARDO T. GLORIA
Secretary

Reference: N o n e
Allotment: 1-2--(M.O. 1-87)
To be indicated in the Perpetual Index
under the following subjects:

EMPLOYEES
OFFICIALS

PROJECTS
TEACHERS