MEMORANDUM TO:

OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, SGOD and CID
Elementary and Secondary School Principals
Officers-In-Charge
Public Schools

3rd NATIONAL CONVENTION OF THE
DEPARTMENT OF EDUCATION - PARTNERSHIP OF EMPLOYEES
AND NON-TEACHING STAFF (DEPED-PENS)

Attached is Regional Letter No. 284, s. 2019 dated October 9, 2019, re: “3rd National Convention of the DepEd - PENS” on October 25-27, 2019 at the Teachers' Camp, Baguio City, content of which is self-explanatory, for information and appropriate action.

Particular attention is invited to paragraph 2 of the attached Regional Letter.

Immediate and wide dissemination of this Memorandum is desired.

SHERIEL T. GAYOLA
Education Program Supervisor
Officer-in-Charge
Office of the Schools Division Superintendent
October 9, 2019

To : Schools Division Superintendents

Dear Sir/Madam:

Attached is a copy of the letter of Dr. George P. Tizon, National President, DepEd-PENS, (Partnership of Employees and Non-Teaching Staff) dated September 25, 2019, re: 3rd National Convention of the Department of Education-Partnership of Employees and Non-Teaching Staff, to be held on October 25-27, 2019 at the Teachers' Camp, Baguio City, content of which is self-explanatory, for information of all non-teaching personnel.

Particular attention is invited to the attached letter of Assistant Secretary Revsee A. Escobedo that the participation of locally paid non-teaching staff may be allowed on official business provided that the expenditure shall be charged against LGU funds or SEF funds, while the regular plantilla position non-teaching staff may attend on official time.

Very truly yours,

MALCOLM S. GARMA
Director IV

Regional Letter No. 2019-0737, s. 2019

Encls.: Letter of Atty. Revsee A. Escobedo dated September 5, 2019 and DepEd Advisory No. 122, s. 2019

cc:
Dr. George P. Tizon
National President
DepEd-PENS

asd/mjc/10919
DR. MALCOLM S. GARMA, CESO V  
Regional Director, Director IV  
DepEd-National Capital Region  
Misamis St., Bago Bantay, Quezon City  

Sir:

The DepEd-PENS (Partnership of Employees and Non-teaching Staff), a national organization of academic and non-academic non-teaching personnel will be having its Third National Convention on 25-27 October 2019 at Teachers Camp, Baguio City with the theme “Exposing Non-Teaching Staff to the Culture of Excellent Customer Service by Introducing Personnel to Effective Strategies Towards Attaining Improved Individual Performance”. It will be participated by DepEd-PENS members composed of nationally paid non-teaching personnel and LGU funded or locally paid personnel working in the school or DepEd institutions pursuant to DepEd Advisory No. 122, s. 2019 (Please see attached copy) and DepEd approval through a letter from Usec Revsee A. Escobedo, dated September 5, 2019.

In this connection, we would like to request your good office for an indorsement relative to this activity to allow non-teaching personnel of DepEd-National Capital Region to attend this convention seminar. A registration fee of Three Thousand Nine Hundred Pesos (P3,900.00) shall be charged to each participant to cover meals, board and lodging, training kits and honoraria of speakers which can be charged against MOOE, SEF or other available local government funds.

This will be an avenue for our non-teaching personnel, teaching and rank and file employees to have a chance to improve and take another step in their professional growth, development and individual performance; to be informed of the latest developments of the organization and update them on the latest trend and issues concerning DepEd-Non-teaching programs.

Thank you for usual support and God bless.

Very truly yours,

GEORGE P. TIZON  
President  
DepEd-PENS  
0917-5197666
September 5, 2019

GEORGE P. TIZON, Ph.D.
National President
DepEd-PENS

Mr. Tizon:

This refers to the letter request from the Department of Education Partnership of Employees and Non-Teaching Staff (DepEd-PENS), dated June 3, 2019, regarding the conduct of DepEd-PENSs Third National Convention on 25-27 October 2019.

Your organization’s request to allow non-teaching staff, particularly the Locally Paid Non-teaching staff, to attend the convention on Official Business, while the regular plantilla position non-teaching staff attend on Official Time only, has been considered and hereby allowed.

The aforementioned request has been granted, provided however, that the expenditure for locally paid Non-teaching staff be charged against LGU funds or SEF funds. Issuance on the matter of allowing Locally Paid non-teaching to attend on official business, and regular plantilla position non-teaching staff to attend on official time, shall be allowed in the form of an advisory.

Regards,

ATTY. REYSEE A. ESCOBEDO
Assistant Secretary
OIC-Office of the Undersecretary
Field Operations, HR-EWD & PD, and DEACO
Advisory No. 122, s. 2019
July 30, 2019
In compliance with DepEd Order (DO) No. 8, s. 2013, this advisory is issued not for endorsement, per DO 28, s. 2001, but only for the information of DepEd officials, personnel/staff as well as the concerned public. (Visit www.deped.gov.ph)

3rd NATIONAL CONVENTION OF THE DEPARTMENT OF EDUCATION-PARTNERSHIP OF EMPLOYEES AND NON-TEACHING STAFF

The Department of Education-Partnership of Employees and Non-Teaching Staff (DepEd-PENS) will conduct its 3rd National Convention with the theme Exposing Non-Teaching Staff to the Culture of Excellent Customer Service by Introducing Personnel to Effective Strategies towards Attaining Improved Individual Performance from October 25 to 27, 2019 at the Baguio Teachers Camp, Baguio City.

The activity aims to:
1. expose non-teaching staff to modern strategies and techniques in order to excel in their own fields of endeavor,
2. encourage them to set their individual goals in the office towards the attainment of vision and mission of the office, and
3. provide them with assistance to develop new skills and knowledge to improve delivery of services.

The target participants are the non-teaching personnel of the DepEd.

For more information, contact:

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