



Tanggapan ng Kalihim
Office of the Secretary

MEMORANDUM

TO : **Undersecretaries
Assistant Secretaries
Bureau, Center, Service Directors
Regional Directors
Unit Heads
All others concerned**

FROM : **JESLI A. LAPUS**
Secretary

SUBJECT : **Preparations for the 45th SEAMEO Council Meeting and 5th ASED Meeting**

DATE : July 30, 2009

The Philippines, through the Department of Education in collaboration with the Department of Foreign Affairs and SEAMEO Secretariat will host the 45th SEAMEO Council Meeting and the 5th ASED Meeting on 26-30 January 2010 at Mactan Shangrila, Cebu City. All Ministers of Education in the ASEAN region, affiliate and associate SEAMEO Member Countries, delegates of bilateral and multilateral institutions, international observers, etc. will participate in this momentous event.

Given the magnitude of the event and the participation of dignitaries, early preparation is necessary to ensure its success and compliance with SEAMEO international guidelines and standards. To facilitate the smooth preparations for the said event, all concerned DepED officials at all levels are enjoined to give full cooperation and support to this huge undertaking.

Working Committees will be created for this purpose which will define the specific activities we need to undertake to make the event successful.

For information of all concern.