



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
DepEd Complex, Meralco Avenue, Pasig City, Philippines

Tanggapan ng Kalihim
Office of the Secretary

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E-Mail: deped@pacific.net.ph

MAR 04 2003

DepEd MEMORANDUM
No. **70**, s. 2003

38TH SEAMEO COUNCIL CONFERENCE

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services/Centers and Heads of Units
Regional and Assistant Directors

1. The Department of Education (DepEd) will host the 38th Southeast Asian Ministers of Education Organization (SEAMEO) Council Conference on March 5-7, 2003 at the Makati Shangri-La Hotel, Makati City. March 4, 2003 is day zero of the Conference.
2. The Conference will convene, among others, some 150 delegates from the 10 member-countries of the Association of Southeast Asian Nations (ASEAN), High Officials from six (6) affiliate countries and representatives of donor institutions.
3. A Philippine Organizing Committee (POC) was created for this purpose together with Task Leaders from the DepEd. Regional officials have been designated to serve as Directors-in-Assistance to each of the Ministers/High Officials invited to the Conference.
4. Authorized to attend from the DepEd Central Office are the members of the POC, Task Leaders, observers, designated Regional and Assistant Directors, and the approved support staff respectively. Please see Enclosure No. 1 for list of attendees.
5. Attendees from the Department are allowed to attend on **official business**. Traveling expenses to be incurred by participating DepEd officials can be charged against OSEC Funds subject to the usual accounting and auditing rules and regulations.
6. President Gloria Macapagal-Arroyo will keynote the formal opening of the Conference on March 5. This will be followed by the assumption of the Philippines of the Chairmanship of the SEAMEO Council and working sessions on various SEAMEO projects and initiatives, and a Policy Forum on vital education concerns. Please see Enclosure No. 2 for the Program of Activities.
7. For inquiries/clarifications, please contact the following:

Philippine Secretariat

Asec Teodoro R. Catindig
Conference Chairman
Office of the Secretary, Department of Education
Tel. No. (63-2) 633-7228, 638-8642, 928-7348
Fax No. (63-2) 637-6209, 921-0224

Office of the Secretary General

Dr. Erlinda Pefianco, INNOTECH
Mr. Benito Benozza, INNOTECH

(02) 928-7348, 924-7661
e-mail: bennet@seameo-innotech.org

Event Secretariat – MEET, Inc

Ms. Narzalina Lim
Ms. Bernadette Concepcion
Tel. No. 436-6580
Fax No. 436-6581
E-mail: meet@ibahn.net

8. Immediate and wide dissemination of this Memorandum is desired.


EDILBERTO C. DE JESUS
Secretary

Encls.:
As stated

Reference:
DECS Memorandum: No. 34, s. 2001

Allotment: 1—(D.O. 50-97)

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

CONFERENCES
OFFICIALS
ORGANIZATIONS

Madel:c:38th SEAMEO
3-3-03

(Enclosure No. 1 to DepEd Memorandum No. 70, s. 2003)

LIST OF ATTENDEES

Philippine Organizing Committee

Sec. Edilberto C. de Jesus	-	Honorary Chairman
Undersecretary Juan Miguel M. Luz	-	Chair, Ways and Means
Undersecretary Fe A. Hidalgo	-	Chair, Programs
Undersecretary Jose Luis MC. Gascon	-	Member
Asst. Sec. Teodoro R. Catindig	-	Conference Chairman
Ms. Olivia San Pablo	-	Chair, Finance Committee
Ms. Merle Asprer	-	Office of the Chair, Ways and Means
Dr. Corazon D. Santiago	-	Socials Committee
Mr. Sonny G. Cuenco	-	Chair, Media Relations

Task Leaders

Undersecretary Juan Miguel Luz	-	Special Session on Regional Policy Forum
Dir. Teresita D. Felipe	-	Airport Committee
Mr. Benjamin C. Catolico	-	Transport Committee
Dir. Maximo C. Aljibe	-	Security Committee
Dr. Lolita M. Andrada	-	In-Camera Session
Dr. Thelma G. Santos	-	Cocktails
Dr. Corazon D. Santiago	-	Opening Ceremonies
Ms. Erna G. Aganon	-	Registration Committee
Mr. Joey G. Pelaez	-	Exhibits Committee
Dr. Carolina S. Guerrero	-	Plenary Session 2
Dr. Yolanda S. Quijano	-	Policy Forum
Supt. Victoria Fuentes	-	Bilateral Meetings
Dr. Teresita G. Inciong	-	Summation of Agreements and Closing Ceremonies
Mr. Sonny G. Cuenco and	-	Press Conference
Dr. Demetria L. Manuel	-	- do -
Ms. Alice A. Panares	-	Spouses Program
Mrs. Marites L. Ablay	-	Procurement and Maintenance of Machines/ Computers
Mrs. Josefina B. Mariano	-	Local Conference Secretariat (Materials/Documents Production Committee)

Regional Officials (Directors-in-Assistance)

Dr. George Garna	-	Brunei Darassalam
Dr. Damar Kadon	-	Indonesia
Dr. Isidro Valeroso	-	Malaysia
Dr. Celedonio Layon	-	Cambodia
Dr. Remedios Taguba	-	Myanmar
Dr. Jesus Taberdo	-	Lao PDR
Dr. Jose Camacho	-	Vietnam
Dr. Carolino Mordeno	-	Singapore
Mr. Mario Ramirez	-	Thailand
Dr. Vilma Labrador	-	France
Dr. Alice Engay	-	Netherlands
Dr. Victoriano Tirol	-	New Zealand
Dr. Paraluman Giron	-	Canada
Dr. Teresita Naz	-	Germany

OSEC Staff

Mr. Albert III Cabasada
Mrs. Salve de Vera
Mrs Angelina Ramos
Ms. Aurora Felizardo
Mrs. Myma Corilla
Ms. Laila Deles
Mr. Kenneth Tirado
Mr. Oscar Alpasan
Mr. Elpidio Emba
Mr. Francis Competente

In-Charge of Welcome Cocktail

Dr. Thelma Navarrez

Materials/Documents Production

Mr. Carlito Barit
Mr. Romeo Oloquina
Mr. Remigio Capiral
Mr. Renato Batula
Mr. Amel Gurrobat
Mr. Pio Alcantara

Procurement and Maintenance of Computers/Printers

Mr. Albert Alano
Mrs. Marifin David
Mr. Efren Sarvida
Mr. Marlon Langcay

Press Group

Mrs. Maribel Cabasal
Mrs. Melindre Egloria
Ms. Catherine Cleofe
Mr. Froilan Pontevedra
Mrs. Florelyn Morada
Mrs. Alice Manapat
Mr. Ramil Gabat

Bilateral Group and Opening Ceremonies

Dr. Aurora Gervacio
Dr. Ma Luisa Quinones
Dr. Meleda Polita

Security Group

Mr. Antonio Liwag
Mr. Noel de Vera
Mr. Mateo Campos
Mr. Bonifacio Amoyo

Cash and Accounting Group

Ms. Irene Millo
Mr. Francis Allen dela Cruz

Registration Committee and Ushers/Usherettes

Ms. Daisy Ilagan
Mrs. Fe Moncada
Ms. Eleanor Prado
Ms. Luzviminda dela Rosa
Ms. Cecilia Mendiola
Mr. Edmond Yee
Mr. Cyrus Tinonas
Mr. Reuben dela Cruz
Mr. Leo Paceda
Ms. Eva Serrano
Ms. Salvacion Batalla
Mr. Joseph Santiago
Ms. Maribel Domingo
Ms. Victoria Laguda
Mr. Antonio Pablo
Ms. Amelita Buce
Ms Cristina Raposa

Drivers

Mr. Russiel Arevalo
Mr. Angeles Salcedo
Mr. Exequiel dela Cruz
Mr. Vicente Diolazo, Jr
Mr. Rodolfo Fortaleza
Mr Aldrien Bulan
Mr. Roberto Santos
Mr. Julio Romualdo
Mr. Victor Gacula
Mr. Ross Bondoc
Mr. Rodrigo Maur
Mr. Ronnie Estanislao
Mr. Jimmy Quitikit
Mr. Ronnie del Mundo—NCR driver
Mr. Jaime Quiday – NCR driver
Mr. Virgilio Manay

PROGRAMME OF ACTIVITES

March 4, Tuesday

- 18.00 – 20.00 H - Welcome Cocktail Reception
Patio, 3/F, Makati Shangri-La

March 5, Wednesday

- 08.00 – 10.00 H - In-Camera Session
- 08.30 – 09.00 H - Registration of Participants
Foyer, Rizal Ballroom C, Mezzanine
- 10.00 – 11.30 H - Opening Ceremonies
Keynote Speaker: H.E. Pres. Gloria M. Arroyo
Rizal Ballroom C, Mezzanine
- 11.30 – 12.00 H - Opening and Viewing of SEAMEO Exhibits
Gallery, G/F
- 12.00 – 13.30 H - Luncheon
Rizal Ballroom B, Mezzanine
- 14.00 – 15.00 H - Leave for SEAMEO INNOTECH
- 15.00 – 15.30 H - Afternoon Coffee/Tea
- 15.30-18.00 H - Plenary Session 1
- Section 1 – Formalities
1. Opening Remarks by President, SEAMEO Council
 2. Election of the 38th SEAMEO Conference President
 3. Election of the 38th SEAMEO Conference Vice President
 4. Remarks of the newly-elected Council President
 5. Presentation of Testimonial Plaque to the Outgoing SEAMEO Council President and Minister of Education, Thailand
 6. Adoption of Agenda and Programme
 7. Opening Statements of Council Members
 8. Invited Statements
- Section 2 – Reports
9. Report of the President of SEAMEO Council
 10. Follow-up Actions on the Resolutions of the 37th SEAMEO Council Conference
 11. Integrated Report on the Annual Accomplishments of SEAMEO Centres/Units FY 2001-2002
 12. Roundtable Report on SEAMEO Units' Issues and Problems.

Section 3 – Assistance of Associate Member/Donor
Countries to SEAMEO FY2001-2002

13. Australia's Assistance
14. Canada's Assistance
15. France's Assistance
16. Germany's Assistance
17. New Zealand's Assistance
18. The Netherland's Assistance
19. Japan's Assistance

18.30 – 20.30 H

- Welcome Barrio Fiesta Dinner
Hosted by H.E Sec. Edilberto C. De Jesus

March 6, Thursday

09.00 – 10.15 H

- Plenary Session 2
Rizal Ballroom C, Mezzanine

Section 4 – Financial Matters

20. Status and Utilization of Thailand's Additional
Contribution to SEAMEO Secretariat
21. Status and Utilization of Associate Membership
Contributions to SEAMEO Secretariat
22. SEAMEO Educational Development Fund
(SEAMEO EDF)
23. Investment of Funds at SEAMEO Secretariat for
CY 2002
24. SEAMEO Secretariat Financial Audit Report for FY
2001-2002
25. SEAMEO Consolidated Financial Audit Report for
FY 2001-2002
26. SEAMEO Consolidated Three-Year Budgets, FY
2003/2004 to FY 2005/2006 and SEAMEO
Consolidated Personnel Strength Budget for Fiscal
Year ending June 30, 2004

10.15 – 10.30 H

- Morning Coffee/Tea

10.30 – 12.30 H

- Continuation of Plenary Session 2
Rizal Ballroom C, Mezzanine

Section 5 – Plans/On-Going Programmes/Projects

27. SEAMEO Network Strategic Marketing Plan: Its
Implementation
28. Workshop on SEAMEO's Role in the 21st Century
(Regrouping of SEAMEO's Areas of Priority)
29. Second SEAMEO Education Congress
30. Survey on the Visibility of SEAMEO and
Effectiveness of Marketing Materials
31. Implementation of SEAMEO Units' Programmes
and Projects
32. Journal of Southeast Asian Education

33. IT Development Plan for SEAMEO Network: Report on SEAMEO IT Development Plan
34. Project Connecting Southeast Asia & Europe e-Learning Models – CAE e-LEARN
35. SEAMEO Sister Schools Network Programme: SEAMEO Regional Schools Internet Project Phase 5
36. SEAMEO-Australia Project on Pre-Service Teacher Training and Teacher Professional Development in the Use of ICT in the Teaching of Mathematics and Science
37. ICT in HIV/AIDS Preventive Education in Cross Border Areas of the Greater Mekong Sub-region (GMS)
38. Regional Cooperation on Quality and Equity in Education in SEAMEO Member Countries
39. SEAMEO Community Involvement Programme
40. NUFFIC Fellowships on Quality Assurance
41. SEAMEO Internship Programme
42. ASEAN Award Project
43. SEAMEO RELC as a Language Hub of Southeast Asia (SEALPO)
44. SEAMEO Seminar-Workshop on Situational Analysis and Project Development

Section 6 – Proposed Initiatives

45. Fifth SEAMEO Integrated Operational Plan FY 2003/2004 to FY 2005/2006
46. SEAMEO-France Education Quality Improvement Programme (EQUIP) in Southeast Asia
47. SEAMEO Service Awards
48. SEAMEO-France French Speaking Competition
49. SEAMEO Youth Forum

Section 7 – Other Matters

50. Date and Venue for the 39th SEAMEO Council Meeting

12.30 – 14.00 H	-	Luncheon Rizal Ballroom B, Mezzanine
14.30 – 17.00 H	-	Policy Forum Rizal Ballroom C, Mezzanine
18.00 – 18.30 H	-	Departure for Intramuros
18.30 – 20.30 H	-	Dinner at Intramuros

March 7, Friday

- 07.00 - 07.30 H - Departure for the National Museum
- 07.30 - 09.30 H - Breakfast at the National Museum
- 09.30 - 11.30 H - Tour of the National Museum
- 11.30 - 12.00 H - Return to Conference Hotel
- 12.00 - 14.30 H - Luncheon
Rizal Ballroom B, Mezzanine
- 14.30 - 15.30 H - Plenary 3
Rizal Ballroom C, Mezzanine

Section 8 - Conference Summation
 - Confirmation of In-Camera Session Agreements
 - Review and Adoption of Council Conference Report and Agreements
- 15.30 - 15.45 H - Afternoon Coffee/Tea
- 15.45 - 16.00 H - Closing Formalities
Rizal Ballroom C, Mezzanine
 - Final Statement (Invited by Chair)
 - Remarks by the Vice President
 - Closing Remarks by the President
- 16.00 - 17.00 H - Press Conference with the SEAMEO Council President

March 8, Saturday

- Golf (Optional)
- Post-Conference Tours (Optional)
- Departure