



**Tanggapan ng Kalihim**

Office of the Secretary

NOV 24 2004

DepED MEMORANDUM  
No. 448, s. 2004

RE-ORIENTATION CONFERENCE ON THE IMPLEMENTATION OF CITIZENSHIP  
ADVANCEMENT TRAINING (CAT) IN PUBLIC AND PRIVATE  
SECONDARY SCHOOLS

To: Regional Directors  
Schools Division/City Superintendents  
Heads, Public and Private Secondary Schools

1. To ensure the effective and smooth implementation of Citizenship Advancement Training (CAT) in the public and private secondary schools, the Bureau of Secondary Education (BSE) through the Curriculum Development Division (CDD), shall conduct a re-orientation conference for the implementers of the program on December 5-7, 2004 at Teachers Camp, Baguio City.
2. The conference aims to:
  - a. re-orient supervisors, schools heads and teacher-facilitators on the course description and its program components and implementation strategies;
  - b. validate the CAT modules;
  - c. discuss the new policies and guidelines of the program; and
  - d. clarify issues on time allotment and rating system.
3. Participants to the conference are four (4) teacher-facilitators, two (2) school heads from public and private secondary schools, two (2) division supervisors/coordinators, two (2) barangay officials, one (1) regional supervisor/coordinator and the Chief/Assistant Chief of the Secondary Education Division.
4. Travelling expenses and per diem of the participants are chargeable against local funds, while board and lodging of participants and staff, traveling expenses, per diem, honoraria of the external resource speakers and other incidental expenses of the conference shall be charged against BSE funds subject to the usual accounting and auditing rules and regulations. First meal shall be dinner of December 4, 2004 while p.m. snacks of December 7, 2004 shall be the last meal.
5. For confirmation of attendance, please submit the list of participants to Ms. Marivic B. Tolitol of the Curriculum Development Division-Bureau of Secondary Education (CDD-BSE). For more inquiries, please call at telephone no. (02) 632-7746.
6. Immediate and wide dissemination of this Memorandum is desired.

  
FLORENCIO B. ABAD  
Secretary

Reference: DepEd Memorandum: No. 131, s. 2004

Allotment: 1—(D.O. 50-97)

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

SECONDARY EDUCATION  
TRAINING PROGRAMS  
WORKSHOPS

Sheila, MPPD, DM\_CAT, November 8, 2004