



Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY

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20 September 2001

DEPARTMENT CIRCULAR

No. 245 s. 2001

TO : THE UNDERSECRETARIES, ASSISTANT SECRETARIES,
CHD/BUREAU/SERVICE/PROJECT/PROGRAM DIRECTORS,
MEDICAL CENTER CHIEFS OF SPECIAL/SPECIALTY
HOSPITALS, EXECUTIVE DIRECTOR OF DANGEROUS
DRUGS BOARD, PRESIDENT OF THE PHIC AND OTHER
CONCERNED

SUBJECT: 26th IIEE Annual National Convention of the Institute of Integrated
Electrical Engineers of the Philippines, Inc.

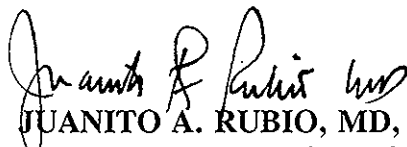
The Institute of Integrated Electrical Engineers of the Philippines, Inc. (IIEE) will hold its 26th IIEE Annual National Convention on November 29 – December 1, 2001 at the Philippine International Convention Center, Manila, on official time. This year's theme is "IIEE: Onwards to Face the Challenges of New Technology and Globalization"

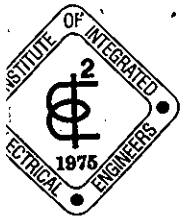
Attached is a copy of the letter dated 29 August 2001 from the Executive Director, Convention Bureau/Vice President for Internal Affairs, IIEE, for ready reference.

Dissemination of the information to all concerned is desired.

By authority of the Secretary of Health:

Signed dc
Received in the Records
Section on 9/25/01


JUANITO A. RUBIO, MD, MHA, FACOG, CESO IV
Assistant Secretary
Management Support Services Cluster



INSTITUTE OF INTEGRATED ELECTRICAL ENGINEERS OF THE PHILIPPINES, INCORPORATED



Accredited National Organization, Certificate No. I-APO-02 Professional Regulation Commission

IIEE National Headquarters, 41 Monte de Piedad St., Cubao, Quezon City, Metro Manila
Tel. Nos. (632) 722-7383, 727-3552, 727-3558, 414-5626 Fax No. (632) 727-3545
Website: www.iiee.org.ph E-mail: iiee@pworld.net.ph

2001

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Executive Secretary

29 August 2001

DEPARTMENT OF HEALTH
DOH Building
Rizal Avenue
Sta. Cruz, Manila

Attention: HON. MANUEL M. DAYRIT
Secretary

Subject: An invitation to the 26th IIEE Annual National
Convention at the PICC on Nov. 29 – Dec. 1, 2001

Gentlemen:

The Institute of Integrated Electrical Engineers of the Philippines, Inc. (IIEE) is pleased and honored to invite your agency's registered electrical engineers, registered master electricians and electrical practitioners on official time to the 26th IIEE Annual National Convention. This will be held at the Philippine International Convention Center on November 29-December 1, 2001.

The convention will feature a lot of new product introductions, new trends in the information technology and a lot of learning experience from experts in the field of electrical engineering and its allied services.

The convention as its 2001 annual theme, "IIEE: Onwards to Face the Challenges of New Technology and Globalization" suggests is sure to draw record numbers of IIEE members who will take part in the spectacular three-day show.

The convention is guaranteed to be the biggest event of the year. It is where you will meet active buyers, specifiers, end users, and electrical manufacturers.

The convention also includes a wide array of continuing education program from the basic favorites and its innovations, the very interesting information technology seminars and the highly informative interactive media forum.

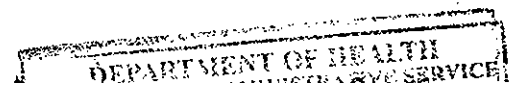
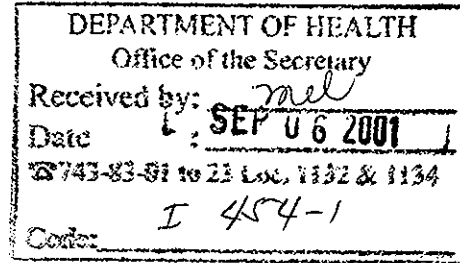
On the last day of the convention, the exhibits shall be open for public viewing to update them also of recent development in the electrical engineering trade.

Please find detailed information about the event in the enclosed copy of the convention circular and complete the registration form for the convention admission. For group attendees, please copy the said form and return all forms to IIEE Headquarters at #41 Monte de Piedad St., Cubao, Quezon City or send it thru Fax No. 727-3545.

Don't miss the best opportunity of the year – Join us in this 26th IIEE Annual Convention and discover the latest technologies, products and solutions for the electrical engineering industry!

Thank you so much and see you at the PICC!

Very truly yours,



MEMORANDUM CIRCULAR

TO : ALL HEADS OF DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL AND LOCAL GOVERNMENTS INCLUDING GOVERNMENT-OWNED AND CONTROLLED CORPORATIONS AND STATE COLLEGES AND UNIVERSITIES

SUBJECT : STREAMLINING AND DEREGULATING HUMAN RESOURCE DEVELOPMENT FUNCTIONS

Pursuant to CSC Resolution No. 93-4575, heads of agencies, in coordination with the agency Personnel Development Committee (PDC), shall have the primary responsibility to formulate and establish their respective training and development programs. In this connection, the head of agency, without a need of prior approval from the Commission, shall perform the following:

1. Determine training fees, amount of honorarium for resource person services, and other training-related expenses;
2. Authorize the attendance of agency personnel in conventions, conferences, symposia, and for a sponsored by non-governmental organizations or private institutions;
3. Authorize the availment of services of other training institutions or agencies, private or governmental, in the conduct of in-house training and development programs;
4. Select, nominate, and authorize employees, whether permanent or non-permanent for training and scholarship grants, both local and foreign.

All expenditures for the purposes above-mentioned shall be subject to the Accounting and auditing rules and regulations.

In the selection of participants in training and scholarship programs, the PDC shall undertake the screening of candidates. It shall ensure that such training and scholarship opportunities are equitably distributed and are awarded to deserving employees considering such factors as length of service, performance levels, training and development needs and, when necessary, status of appointment.

The general rules and guidelines contained in the Omnibus Rules Implementing Book V of the Administrative Code of 1987 and Other Pertinent Civil Service Laws for the establishment of a continuing program for career and personnel development and agency personnel at all levels shall be observed. Heads of agencies shall be guided by their duly established and operational Performance Appraisal System, Merit Promotion Plan, Employee Suggestions and Incentive Awards system, Grievance Machinery, and Career and Personnel Development Plan in all HRD-related decisions.

The provisions of CSC MC No. 10, s. 1992 and CSC MC No. 29, s. 1963 are hereby repealed.

This Memorandum Circular shall take effect fifteen (15) days following its publication in a newspaper of general circulation.



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
MALACAÑANG, MANILA

NATIONAL BUDGET CIRCULAR NO. 442
March 29, 1995

T O : Heads of Departments, Bureaus, Offices and Agencies of the National Government, including Government-Owned and/or Controlled Corporations (GOCCs), State Universities and Colleges (SUCs), Local Government Units (LGUs), and All Others Concerned

SUBJECT : Cost of Participation of Government Officials and Employees in Conventions, Seminars, Conferences, Symposia and Similar Gatherings

1.0 PURPOSE

This Circular is being issued to prescribe the allowable cost of participation of government officials and employees in conventions, seminars, conferences, symposia and similar gatherings.

2.0 COVERAGE

2.1 This Circular shall cover all requests for the payment of registration and related fees pertaining to the participation of government officials/employees in conventions, seminars, conferences, symposia and similar gatherings conducted/sponsored by non-government organizations or private institutions in the Philippines.

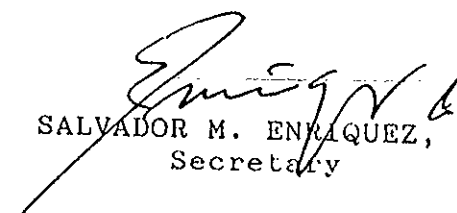
2.3 For purposes of this Circular, conventions, seminars and the like shall refer to those conducted basically for purposes of sharing, discussing or disseminating ideas or information on the developments in a particular field or fields of interest and/or for common appreciation and resolution of certain issues. It includes, but is not limited to, those conducted by professional organizations or groups of common interest where government employees are members. It excludes those conducted for training purposes where participants are expected to gain or strengthen skills and technical or management expertise in their areas of endeavor.

3.0 GUIDELINES

- 3.1 Government Officials and Employees may participate in conventions, seminars, conferences, symposia and such other activities conducted by private organizations for a fee, as part of the human resource development program of the government, in accordance with the rules and regulations prescribed by the Civil Service Commission, chargeable against government funds.
- 3.2 The registration fee or charge for participation in said convention, seminar, etc. shall not exceed P900 per day per participant. Any amount in excess of the prescribed rate shall be at the expense of the participant.
- 3.3 In cases where the convention is held out-of-town, authorized participants may be entitled to per diems, travelling, transportation and other expenses as authorized under existing budgeting and accounting rules and regulations.
- 3.4 Membership and similar fees paid for personal or individual membership in a private organizations shall be for the account of the member concerned and shall not be charged to government funds. However, institutional membership fees, i.e., agency membership may be charged to government funds.
- 3.5 All expenditures for the purpose shall not exceed the appropriation for training and seminar expenses of agencies concerned and shall be subject to the usual accounting and auditing rules and regulations.

4.0 EFFECTIVITY

This Circular shall take effect immediately.


SALVADOR M. ENRIQUEZ, JR.
Secretary

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26th ANNUAL NATIONAL CONVENTION

**PHILIPPINE INTERNATIONAL CONVENTION CENTER
CCP Complex, Pasay City
November 29 - December 1, 2001**

JOIN US!

**INSTITUTE OF INTEGRATED ELECTRICAL
ENGINEERS OF THE PHILIPPINES, INC. (IIEE)**
National Headquarters, 41 Monte de Piedad St.
Cubao, Quezon City, 1111 Metro Manila

