



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION

MEMORANDUM FROM THE CHAIRPERSON

**FOR : ALL CHED CENTRAL AND REGIONAL OFFICE DIRECTORS
ALL PRESIDENTS/ HEADS OF PUBLIC AND PRIVATE
HIGHER EDUCATION INSTITUTIONS (HEIs)**

**SUBJECT : THE SEMINAR-WORKSHOP ON "EFFECTIVE LIBRARY
MANAGEMENT AND WORKPLACE PRODUCTIVITY
THROUGH STRESS MANAGEMENT, WELLNESS AND
GOOD NUTRITION" TO BE HELD ON APRIL 18-20, 2012 AT
THE SKYLIGHT HOTEL, PUERTO PRINCESA, PALAWAN**

DATE : February 11, 2012

In accordance with the pertinent provisions of Republic Act (R.A.) 7722, otherwise known as the "*Higher Education Act of 1994*", this Office hereby endorses the subject undertaking organized by the Association of Special Libraries of the Philippines (ASLP) for the support and participation of all concerned.

This seminar workshop, aims to increase the Librarian's awareness of their personal stressors and idiosyncratic stress reactions and control them through development of personal stress management plan.

The following are the applicable registration fees: (2 day seminar) for active members -Four Thousand Five Hundred Pesos (P 4, 500.00), for early bird registration- Four Thousand Seven Hundred Pesos (P 4, 700.00) and for on-site registration- Five Thousand Pesos (P 5, 000.00); and (3 day seminar with environmental tour) Six Thousand Five Hundred Pesos (P 6, 500.00), early bird registration- Six Thousand Seven Hundred Pesos (P 6, 700.00), and for on-site registration- Seven Thousand Two Hundred Pesos (P 7, 200.00) shall be charged respectively from each participant inclusive of lunch, snacks, conference kit and a certificate of participation.

Participation of officials, employees and students from private higher education institutions (HEIs) shall be VOLUNTARY. Officials and employees of State and Local Universities and Colleges (SUCs and LUCs) who will participate in this activity should have prior approval from the President/Head of the concerned institution and are hereby reminded to observe proper use of government funds provided under the Department of Budget and Management (DBM) National Budget Circular No. 486 and Administrative Order No. 103.

For registration and further information/inquiries, you may coordinate with the organizers at telephone number +632-8405723 and email address asap9523@yahoo.com; joseph.m.yap@gmail.com.

Wide dissemination of this Memorandum is desired.


PATRICIA B. LICUANAN, Ph.D.

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