DIVISION MEMORANDUM
No. 704, s. 2018

First National Convention of the Department of Education Cooperatives

To: All Public Elementary and Secondary School Heads

1. Attached is DepEd Memorandum No 117, s. 2018 dated July 16, 2018 from Hon. Leonor Magtolis-Briones, Secretary, Department of Education and Unnumbered Regional Memorandum dated August 7, 2018, signed by Atty. Alberto T. Escobarte, Regional Director, DepEd Regional Office XI regarding national convention of DepEd cooperatives on September 26 – 28, 2018 at Baguio Teachers’ Camp, Baguio City.

2. In view of the above, all officers and staff of DepEd cooperatives under the division are enjoined to participate the convention.

3. Details and other information are found in the attachments.

4. Attendance shall be on Official Time only.

5. For your guidance and information.

WINNIE E. BATOON, EdD
Officer in Charge
Office of the Schools Division Superintendent

For and in the absence of the OIC-SDS:

SOLLIE B. OLIVER, LLB, MATE
Chief ES, SGOD

Ends: As stated
References: DM 117, s. 2018
To be indicated in the Perpetual Index under the following subjects:

GOVERNANCE
CONVENTION
DEPED COOPERATIVES

PJS: FIRST NATIONAL CONVENTION OF THE DEPARTMENT OF EDUCATION COOPERATIVES
10 August 2018
MEMORANDUM

TO: Schools Division Superintendents/ OIC-SDS
    Asst. Schools Division Superintendents/ OIC-ASDS

FROM: ATTY. ALBERTO T. ESCOBARTE, CESO III
      Regional Director

SUBJECT: First National Convention of the Department of Education Cooperatives

DATE: August 7, 2018

This has reference to the DepEd Memorandum No. 117, s. 2018 dated July 16, 2018 from Hon. Leonor Magtolis-Briones, Secretary, Department of Education, relative to the First National Convention of the Department of Education Cooperatives with the theme One DepEd Cooperative: Gearing Towards Unity and Synergy, to be conducted on September 26 to 28, 2018 at the Baguio Teachers Camp, Baguio City.

Anent to this, Teaching and non-teaching personnel who are officers and management staff of the different DepEd Cooperatives from Region XI are invited to attend the said convention on official time.

For immediate dissemination and compliance.
DepEd MEMORANDUM
No. 117 s. 2018

FIRST NATIONAL CONVENTION OF THE DEPARTMENT OF EDUCATION COOPERATIVES

To: Undersecretaries
   Assistant Secretaries
   Regional Secretary, ARMM
   Bureau and Service Directors
   Regional Directors
   Schools Division Superintendents
   Division Chiefs
   All Others Concerned

1. The Department of Education Cooperative (DepEdCoop), in coordination with the DepEd Employee Associations Coordinating Office (DEACO), will conduct the First National Convention of DepEd Cooperatives with the theme One DepEd Cooperative: Gearing Towards Unity and Synergy from September 26 to 28, 2018 at the Baguio Teachers Camp, Baguio City.

2. The convention aims to gather all DepEd cooperatives in the country to acquaint themselves with one another, and to strengthen the relation and coordination of DepEd management and the cooperatives in promoting the welfare of its teaching and nonteaching members. The objectives are to:

   a. develop solidarity and commitment among DepEd cooperatives;
   b. identify priority areas for the welfare and development of the cooperatives and its members based on the common needs such as:
      i. Promotion of Frugality and Savings;
      ii. Making a bigger cooperative through business and livelihood programs;
      iii. Promotion of Health, Wellness and Beauty, and Life insurance; and
      iv. Cooperative How To’s.
   c. establish synergy among DepEd cooperatives in order to attain greater success in serving the needs of its members.

3. Participants are teaching and nonteaching personnel who are officers and management staff of the different DepEd cooperatives from Luzon, Visayas, and Mindanao. Attendance to this activity is on official time only.

4. A registration fee of Five Thousand Pesos (P5,000) shall be charged each participant to cover expenses for the food and accommodation, convention kits, honoraria of resource persons and facilitators, and other incidental expenses charged to their respective cooperative funds.
5. Registration forms shall be accessed, filled-out, and submitted online at bit.ly/NCDepEdCoop2018. Payment of registration fee shall be deposited at Landbank Account Number 3342-1010-02, account name: DepEd Cooperative. Registration forms shall be submitted, together with the proof of payment of the registration fee (scanned copy of deposit slip), on or before August 15, 2018 at email address: depedcoop@yahoo.com.

6. Arrival of the participants shall be on September 26 (Day 0). First meal to be served is dinner on Day 0, and the last meal is breakfast on September 29, 2018.

7. Participants may promote/exhibit their cooperative’s products and services through the exhibition booths installed within the vicinity of the Baguio Teachers Camp during the National Convention. For inquiries, interested exhibitors may contact the DepEdCoop office at telephone no. (02) 477-2141 or through email address: depedcoop@yahoo.com and official Facebook page: DepEd Cooperative.


9. For more information, contact:

- **Ms. Marivic B. Tolitol**  
  Chairperson, Board of Directors  
  Department of Education Cooperative (DepEdCoop)  
  Telephone No.: (02) 632-0260  
  Email Address: mtolitol@yahoo.com

- **Mr. Benito Estrada**  
  General Manager  
  DepEdCoop  
  Telephone No.: (02) 477-2141  
  Email Address: depedcoop@yahoo.com  
  Facebook Page: DepEd Cooperative

10. Immediate dissemination of this Memorandum is desired.

LEONOR MAGTOLIS BRIONES  
Secretary

Encl.: As stated  
Reference: None  
To be indicated in the Perpetual Index  
under the following subjects:  

COOPERATIVE EDUCATION  
CONVENTION  
EMPLOYEES  
EXHIBIT  
TEACHERS
ENCLOSURE TO DEPED MEMORANDUM NO. 117, S. 2018

1st NATIONAL CONVENTION OF DEPED COOPERATIVES
One DepEd Cooperative: Catching Towards Unity and Synergy
September 26-28, 2018 - Ramada Resort Baywalk Cebu

TARGET NO. OF PARTICIPANTS: 800 pax
COMPOSITION OF PARTICIPANTS:
• DepEd employees who are officers (e.g. member of the Board of Directors) and management staff of cooperatives in the central, regional, division, and school level.

PROGRAM OBJECTIVES:
This three-day National Convention aims to gather all DepEd cooperatives across the country to acquaint themselves with one another, and strengthen the relation and coordination of DepEd management and the DepEd cooperatives in promoting the welfare of its teaching and non-teaching members.
Specifically, the objectives of the National Convention are to:
✓ Develop solidarity and common strong commitment among DepEd cooperatives;
✓ Identify priority areas for the welfare and development of the cooperatives and its members based on the common needs such as:

Promotion of Frugality and Savings
Making a Bigger Cooperative Through Business and Livelihood Programs
Promotion of Health, Wellness & Beauty, and Life Insurance
Cooperative How To's

✓ Establish synergy among DepEd cooperatives in order to attain greater success in serving the needs of its members.

PROGRAM OF ACTIVITIES

<table>
<thead>
<tr>
<th>Day 0</th>
<th>September 26, 2018 (Wednesday)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrival &amp; Registration</td>
<td></td>
</tr>
<tr>
<td>First Meal: Dinner</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Day 1</th>
<th>September 27, 2018 (Thursday)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30-10:00 am</td>
<td>Opening Program</td>
</tr>
<tr>
<td>8:30-10:00 am</td>
<td>Keynote Speaker: Sec. Leonor Magfolis Briones</td>
</tr>
<tr>
<td>8:30-10:00 am</td>
<td>Ribbon Cutting: Coop Fair</td>
</tr>
<tr>
<td>10:00-12:00 noon</td>
<td>Role of DepEd Employees Association Coordinating Office (DEtCO)</td>
</tr>
<tr>
<td>1:00-5:00 pm</td>
<td>TEAM COOP</td>
</tr>
<tr>
<td>1:00-5:00 pm</td>
<td>Getting to Know Cooperatives</td>
</tr>
<tr>
<td>1:00-5:00 pm</td>
<td>Team Building Activity</td>
</tr>
<tr>
<td>7:00 pm</td>
<td>Promotion of Frugality and Savings</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Day 2</th>
<th>September 28, 2018 (Friday)</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:30-11:00 am</td>
<td>Making a Bigger Cooperative Through Business and Livelihood Programs</td>
</tr>
<tr>
<td>9:30-11:00 am</td>
<td>Canteen Management</td>
</tr>
<tr>
<td>9:30-11:00 am</td>
<td>Cooperative Store</td>
</tr>
<tr>
<td>9:30-11:00 am</td>
<td>Lending</td>
</tr>
<tr>
<td>9:30-11:00 am</td>
<td>Catering</td>
</tr>
<tr>
<td>9:30-11:00 am</td>
<td>Payment, Loading, and Ticketing Center</td>
</tr>
<tr>
<td>2:00 pm</td>
<td>Fellowship Night (“Pirater” Theme)</td>
</tr>
<tr>
<td>3:00-5:00 pm</td>
<td>Promotion of Employees Welfare</td>
</tr>
<tr>
<td>3:00-5:00 pm</td>
<td>Health Maintenance Services</td>
</tr>
<tr>
<td>3:00-5:00 pm</td>
<td>Fitness and Wellness Program</td>
</tr>
<tr>
<td>3:00-5:00 pm</td>
<td>Life Insurance</td>
</tr>
<tr>
<td>3:00-5:00 pm</td>
<td>Memorial Plan</td>
</tr>
<tr>
<td>3:30-5:30 pm</td>
<td>Cooperative How To's</td>
</tr>
<tr>
<td>3:30-5:30 pm</td>
<td>CDA Registration</td>
</tr>
<tr>
<td>3:30-5:30 pm</td>
<td>Training Requirements</td>
</tr>
<tr>
<td>3:30-5:30 pm</td>
<td>Application of Tax Exemption Membership to Automatic Payroll Deduction System (APDS)</td>
</tr>
</tbody>
</table>

| VOW a Closing Program |

8:30-10:00 am | Commitment Launching of the ONE DEPED COOP Facebook Page |
| 10:00-12:00 noon | Closing Program |