

PHILIPPINE FEDERATION OF TEACHERS & EMPLOYEES COOPERATIVES (PFTEC)

307/308 DORM-E Bldg., DepED Complex, Meralco Avenue, Pasig City

Telefax: 4773631; email ad: pfttec96@yahoo.com

July 24, 2012

Principal/Head Teacher/ TIC/ OIC/ Cooperative Chairman
DepEd Baguio Schools Division
Baguio City

Madam:

This is to inform your office that the Philippine Federation of Teachers and Employees Cooperative will be conducting a basic cooperative course and cooperative forum on July 27-29, 2012 at the FVR Center, Baguio City. The basic cooperative course is prescribed by the Cooperative Development Authority (CDA) pursuant to Article 44 of R.A. 9520 and Rule 7, Section 5 of the Implementing Rules and Regulations (IRR). This is a requirement for all Cooperative Board of Directors and Officers.

In connection with this, may I then invite you, your cooperative officers as well as members, and teachers of your school to attend the said seminar as this will be most beneficial to all. The registration fee will be P600.00 and the board & lodging (optional) of P600.00 as well which can be sourced out from any available funds subject to usual accounting and auditing procedures. The seminar will commence at 3:30 PM on July 27, 2012. They may visit our website, www.depedpines.com for more details.

Please forward a list of participants the soonest possible time through fbeleponga1@yahoo.com.

In this regard, I have attached the DepEd Advisory No. 317, series 2012, PFTEC invitation, training matrix and approved letter of request of Superintendent Mary A. Lang-ayan for your information and reference.

Thank you.

Very truly yours:

FERNANDO B. ELEPONGA, Ed.D.
Chairman

DepEd ADVISORY No. **317**, s. 2012
in compliance with DepED Order No. 39, s. 2009
this advisory is issued for the information of DepEd officials and personnel
(Visit DepEd website at www.deped.gov.ph)
June 29, 2012

**ANNUAL TRAINING CALENDAR OF THE PHILIPPINE FEDERATION OF TEACHERS
AND EMPLOYEES COOPERATIVES (PFTEC)**

The Philippine Federation of Teachers and Employees Cooperatives (PFTEC) announces its *Annual Training Calendar from June 2012 to May 2013*. The trainings will be held specifically on the following dates with the target participants:

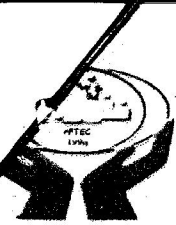
Training Course	Date and Venue	Participant
Basic Cooperative Course	July 27-28, 2012 September 28-29, 2012	Board of Directors, Secretary, Treasurer, Election Committee, Ethics Committee, Mediation and Conciliation Committee, General Manager
Cooperative Management and Governance	June 21-23, 2012	Board of Directors, General Manager
Financial Management	October 25-27, 2012	Board of Directors, Treasurer
Conflict Management	August 24-25, 2012	Board of Directors, Ethics Committee, Mediation and Conciliation Committee
Parliamentary Procedure	July 27-28, 2012	Board of Directors, Secretary
Leadership and Values Reorientation	November 16-17, 2012	Board of Directors, Election Committee, Ethics Committee, Mediation and Conciliation Committee, General Manager
Strategic Planning	August 9-11, 2012	Board of Directors, General Manager
Entrepreneurial and Business Management	September 6-8, 2012	General Manager
Basic Accounting for Non-Accountants	December 14-15, 2012	Treasurer, Audit Committee
Cooperative Standards	October 5-6, 2012	Treasurer, Audit Committee, General Manager
Training of Trainers (TOT)	August 22-25, 2012 Bulwagan ng Karunungan, DepEd Central Office, Pasig City	Trainers from Training Providers

For more information, interested individuals may send a message through e-mail address: or contact any of the following:

Ms. Olive Reyes
Telephone No.: (02) 477-3631
Mobile Phone No.: 0948-955-8984

Mr. Roman Cruz
Mobile Phone No.: 0908-158-0619

Ms. Avelina Alea
Mobile Phone No.: 0927-228-4615



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TARGET GROUP

Board of Directors, Treasurer, Secretary, Election Committee, Audit Committee, Mediation And Conciliation Committee, Ethics Committee, Other Committees, General Managers, & Coop Members.

NOMINAL DURATION

16 HOURS

COURSE DESCRIPTION

This course covers the fundamental knowledge of cooperatives that all coop officers should have.

LEARNING OUTCOME

LO1. Explain the fundamentals of cooperative thought and practice.

LO2. Identify the important legal underpinnings of cooperatives.

LO3. Explain the plans, programs and policies of the cooperative.

**COMPLIANCE TRAINING COURSES ON
STANDARD TRAINING CURRICULUM FOR
COOPERATIVE OFFICERS AS PER CDA
MEMO #2011-14, SERIES OF 2011**

**"BASIC COOPERATIVE COURSE" & COOP
FORUM**

JULY 27-29, 2012 (live-out), FVR Youth
Center, Upper Session Rd., Baguio City

Participating Board of Directors, Treasurer, Secretary, Election Committee, Audit Committee, Mediation And Conciliation Committee, Ethics Committee, Other Committees, General Managers, & Coop Members will be trained by professional & PFTEC Accredited Resource Persons who contributed in the development of Standard Training Curriculum approved by CDA.

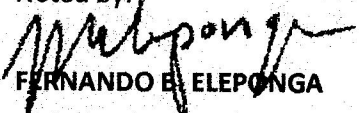
Registration fee includes one set of soft copy material and personalized certificate of compliance for P 600.00/head, payable to PFTEC. You may opt to consider staying at the center, cost of board and lodging is P600/head to be paid directly to FVR Center. For inquiries and confirmation, please contact Olive Reyes at CP#09489558984/4773631 or email us to pftec96@yahoo.com; **Mr. Fernando Eleponga at CP#09194246634/444-9395.**

You may deposit online to PFTEC BDO ACCT#153-0079940 or pay in full on the date of said training.

Sincerely yours,


LUCY G. FURO
Chief Executive Officer

Noted by:


FERNANDO B. ELEPONGA
Chairman

An Accredited Training Provider of CDA CTPRO062
Valid until January 19, 2013

**COMPLIANCE TRAINING ON BASIC COOP COURSE & CONSULTATION AND
MEMBERSHIP FORUM**

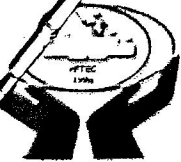
Organized by: PFTEC

In Partnership with DepED & CDA

Schedule of Activities – July 27-29, 2012

Date/Time	Day 1	Day 2	Day 3
8:00 a.m.		The State of Teachers Coops & its Market Share to Poverty Alleviation Cooperative Strategic Plan National Teachers' Cooperative Federation (VMG)	Updates in DepED Coop Program
9:00 a.m.		Fundamentals of Coops & Origins (Cooperative Principles)	Cooperative Development Updates & CDA 3-Point Agenda
10:00 a.m.		Break	Break
10:30 a.m.		Fundamentals of Coops & Origins (Cooperative Values)	Cooperative Code of 2008 (RA9520)
12:00 noon		Lunch Break	
1:00 p.m.		Fundamentals of Coops & Origins (What is a Cooperative)	Implementing Rules & Regulations of RA9520
2:00 p.m.		Fundamentals of Coops & Origins (Me & My Cooperative)	Workshop: Support Systems & Structures (Model National Teachers Coop Federation)
3:00 p.m.	Registration of Participants	Break	
3:30 p.m.	Opening Session <ul style="list-style-type: none"> ○ Opening Session ○ Invocation ○ National Anthem ○ Cooperative Pledge ○ Introduction ○ Opening & words of welcome ○ Solidarity Messages from DepED, CDA ○ Intermission 	Fundamentals of Coops & Origins (The Cooperative Difference)	Action Commitment/Resolution
4:30 p.m.	<ul style="list-style-type: none"> ○ Briefing & leveling of expectations 		Closing/Distribution of Certificates

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July 20, 2012

MARY A. LANG-AYAN, CESO V
Schools Division Superintendent
Baguio City

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Thank you.

Very truly yours:


FERNANDO B. ELEPONGA, Ed.D.
Chairman

APPROVED:


MARY A. LANG-AYAN, CESO V
Schools Division Superintendent