



**DEPARTMENT OF EDUCATION**  
Region X-Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**  
Corner Don Carlos-Guingona St., City of Malaybalay  
Contact Numbers: 813-2894, 221-4597



Email Address: [depedmlyblycity@yahoo.com](mailto:depedmlyblycity@yahoo.com)

October 31, 2012

DIVISION MEMORANDUM  
No. 101 s. 2012

TO : Education Program Supervisors-Designate and Division Coordinators-Designate  
Public Schools District Supervisors and Coordinating Principals  
Elem. School Heads thru their Respective PSDS and Coordinating Principals  
Secondary School Heads  
Section Heads and Staff

FROM :  EDILBERTO L. OPLENARIA  
OIC, Schools Division Superintendent

RE : ACCREDITATION OF DEPARTMENT OF EDUCATION NATIONAL EMPLOYEES UNION  
(DepEd-NEU)

1. Pursuant to the provisions of Executive Order No. 180 dated June 1, 1987 and the Amended Rules and Regulations Governing the Exercise of the Right of Government Employees to Organize, you are hereby informed that the Civil Service Commission has duly accredited the Department of Education National Employees Union (DepEd-NEU) as the sole and exclusive negotiating agent of all the non-academic rank and file employees in the Department of Education. As such, it shall represent and bind them in any negotiation with management on terms and conditions of employment not fixed by law. This is evidenced by the enclosed Certificate of Accreditation No. 862 dated August 28, 2012, certified true copy of CSC Resolution No. 1201192 dated August 28, 2012 of DepEd-NEU, letters dated September 3, 2012 of the Civil Service Commission.
2. As a result of this accreditation, the Union can now legitimately enter into collective negotiations with management. As required by the CSC, within one (1) year from the issuance of the Certificate of Accreditation, DepEd-NEU shall submit to management a Collective Negotiation Agreement (CNA) proposal, which has been approved by a majority of the general membership as provided in Section 12, Rule VIII, Amended Rules and Regulations Governing the Exercise of the Right of Government Employees to Organize. In view hereof, the CNA proposal of DepEd-NEU and other information pertinent to the Union can be viewed in the website [www.depedneu.wordpress.com](http://www.depedneu.wordpress.com).
3. You are also directed to encourage all DepEd non-academic rank and file employees to be a member in DepEd-NEU. Application for Membership Form is enclosed with the Membership Guidelines stipulated at the back of the Form. Accomplished Membership Forms shall be forwarded to this Office Attention: Administrative Officer V on or before November 20, 2012 and submitted in bunch to the DepEd-NEU.
4. Further, the PSDS and Coordinating Principals are requested to disseminate this Order to the Elementary School Heads in their respective District.
5. For your information, guidance, and dissemination.



CIVIL SERVICE COMMISSION

# CERTIFICATE OF ACCREDITATION No. 862

**TO WHOM IT MAY CONCERN:**

This is to certify that the Civil Service Commission has duly accredited the

**DEPARTMENT OF EDUCATION NATIONAL  
EMPLOYEES UNION ( DepEd-NEU )**

pursuant to the provisions of Executive Order No. 180 dated June 1, 1987 and the Amended Rules and Regulations Governing the Exercise of the Right of Government Employees to Organize, as the sole and exclusive negotiating agent of all the non-academic rank-and-file employees in the

**DEPARTMENT OF EDUCATION ( DepEd )**  
DepEd Complex, Meralco Avenue, Pasig City

As such, it shall represent and bind them in any negotiation with management on terms and conditions of employment not fixed by law.

This Certificate may be cancelled by this Commission or upon petition by any adverse party for cause as provided by law and after due process.

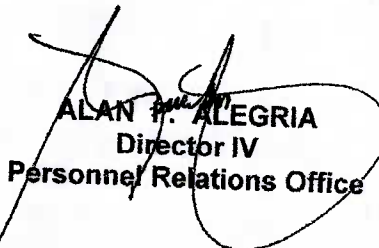
Given in Quezon City this 28<sup>th</sup> day of August 2012.

  
**FRANCISCO T. DUQUE III**  
Chairman

  
**MARY ANN Z. FERNANDEZ-MENDOZA**  
Commissioner

  
**ROBERT S. MARTINEZ**  
Commissioner

Attested by:

  
**ALAN F. ALEGRIA**  
Director IV  
Personnel Relations Office



RE: Accreditation of the  
Department of Education National  
Employees Union (DepEd-NEU)  
Under Executive Order No. 180 dated June 1, 1987

Number: 1201192

Promulgated: 28 AUG 2012

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### RESOLUTION

**WHEREAS**, the Amended Rules and Regulations of Executive Order No. 180, adopted in Public Sector Labor-Management Council (PSLMC) Resolution dated February 14, 2011 lay down the policies for accreditation of the public elementary and high school non-teaching employees' organizations in the Department of Education (DepEd);

**WHEREAS**, the *Department of Education National Employees Union (DepEd-NEU)* has been certified by the Bureau of Labor Relations, Department of Labor and Employment as duly registered employees' organization in the *Department of Education (DepEd)* DepEd Complex, Meralco Avenue, Pasig City;

**WHEREAS**, the *DepEd-NEU* enjoys the majority support of the non-academic rank-and-file employees of the *Department of Education (DepEd)*;

**WHEREAS**, the *DepEd-NEU* has complied with all the requirements prescribed for accreditation as an employee organization.

**NOW, THEREFORE**, the Commission hereby resolves to accredit the *Department of Education National Employees Union (DepEd-NEU)*. Accordingly, it is declared as the sole and exclusive representative of the non-academic rank-and-file employees in the *Department of Education (DepEd)*, DepEd Complex, Meralco Avenue, Pasig City for purposes of collective negotiations with management on terms and conditions of employment not fixed by law.

Quezon City.

FRANCISCO T. DUQUE III  
Chairman

MARY ANN Z. FERNANDEZ-MENDOZA  
Commissioner

ROBERT S. MARTINEZ  
Commissioner

Certified True Copy:

Claudina Verónica C. Marquez-Babolonia  
Supervising Personnel Specialist  
Commission Secretariat & Liaison Office  
Civil Service Commission

Attested by:

DOLORES B. BONIFACIO  
Director IV

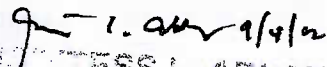
Commission Secretariat and Liaison Office  
*In a Race to Serve: Responsive, Accessible, Courteous and Effective Public Service*

September 3, 2012

**Atty. DOMINGO B. ALIDON**  
President, Department of Education  
National Employees Union (DepEd-NEU)  
Department of Education  
3<sup>rd</sup> Floor, Dormitory E Building  
DepEd Complex, Meralco Avenue  
1600 Pasig City

Approved for posting:

**Dear Atty. Alidon:**

  
**TESS L. ABLAY**  
Chief Administrative Officer, Property Division  
OIC, Office of the Director, Administrative Service

The Commission congratulates your Union for its accreditation pursuant to Executive Order No. 180 dated June 1, 1987 as evidenced by *Certificate of Accreditation No. 862* issued on August 28, 2012.

As a result of its accreditation, the Union can now legitimately enter into collective negotiations with management being the sole and exclusive negotiating agent of all the non-academic rank-and-file employees of the *Department of Education (DepEd)*. The CNA must delve on terms and conditions of employment not fixed by law. Should you encounter difficulty in preparing your CNA, you may consult our nearest regional office for technical assistance on the matter.

Moreover, please be reminded that within one (1) year from the issuance of the Certificate of Accreditation, the accredited employees' organization shall submit to management a CNA proposal, which has been approved by a majority of the general membership, copy furnished CSC-PRO as provided in *Section 12, Rule VIII, Amended Rules and Regulations Governing the Exercise of the Right of Government Employees to Organize*.

Further, we would like to stress that within ninety calendar (90) days from the execution of the CNA, it must be registered with our Office as provided in PSLMC Resolution No. 2, s. 2007 amending Section 1, Rule XIII, of the same Rules.

We look forward to a smooth conduct of collective negotiations as the early conclusion of an Agreement between your Association and Management will pave the way for a harmonious working environment so essential to the attainment of public service excellence. For your ready reference and guidance, attached herewith is PSLMC Resolution No. 2, s. 2007 and the checklist of requirements for registration of Collective Negotiation Agreement.

Furthermore, *Director IV Myrna V. Macatangay*, CSC-NCR, or her representative will coordinate with your Union for the awarding of the Certificate of Accreditation and conduct of a short lecture delving on the limitations of the CNA and the importance of having a provision on *cost-cutting schemes/measures* to be undertaken by the management and the employees' organization. Copy of our letter to *Director Macatangay* is hereto attached.

*In a Race to Serve: Responsive, Accessible, Courteous and Effective Public Service*



DEPARTMENT OF EDUCATION  
NATIONAL EMPLOYEES' UNION  
(DepEDNEU)



Rm. 306, Dorm E, DepED Complex, Meralco Avenue, Pasig City

**APPLICATION FOR MEMBERSHIP**

(Please write in block letters in filling-up this form)

I, \_\_\_\_\_ wishes to apply for membership with the  
(Last Name) (First Name) (MI)  
DepEDNEU. I understand that, as a union member, I will abide by its Constitution and By Laws, and all the  
lawful orders, policies and programs set by the UNION or, by its authorized representative/s.

Civil Status: \_\_\_\_\_ Sex: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_  
Home/City Address: \_\_\_\_\_  
Residence Tel. No. \_\_\_\_\_ Cellphone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_  
Region: \_\_\_\_\_ Division/School: \_\_\_\_\_  
Office/School Address: \_\_\_\_\_ Office Tel. No.: \_\_\_\_\_  
Designation: \_\_\_\_\_ Employment Status: \_\_\_\_\_ Yrs. In Service: \_\_\_\_\_  
Spouse Name: \_\_\_\_\_ Occupation: \_\_\_\_\_ Office: \_\_\_\_\_

<u>Name of Dependent/Children</u>	<u>Date of Birth</u>	<u>Age</u>
_____	_____	_____
_____	_____	_____

Please notify (in case of emergency):  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Tel. No. \_\_\_\_\_  
Address: \_\_\_\_\_ Cellphone: \_\_\_\_\_

Date Submitted: \_\_\_\_\_  
Applicant's Employee Number: \_\_\_\_\_ Submitted by: \_\_\_\_\_  
(Applicant's Signature Over Printed Name)

**CHECK-OFF AUTHORIZATION**

To: Chief Cash Division,  
Department of Education  
Regional/Division Office No. \_\_\_\_\_  
Address: \_\_\_\_\_

**Note to the Applicant:**  
Please sign this AUTHORIZATION on the space provided  
below to avoid delay in processing of your application.

I hereby authorize the Department of Education, Cash Division to deduct from my monthly Salary Payroll the amount of  
SIXTY PESOS (P60.00) as payment for my semi-annual union dues (good for six months), to start upon approval of this application  
for union membership or, upon notice.

\_\_\_\_\_  
(Div. No.) (Stn. No.) (Employee Number) (Applicant's Signature Over Printed Name)

*(for internal office use only)*  
Application Received by/Date: \_\_\_\_\_  
Application Form Control No.: \_\_\_\_\_  
Assigned Identification Card No.: \_\_\_\_\_

Application Approved by: \_\_\_\_\_  
(Signature Over Printed Name) (Position) (Date)