

Office of the President
of the Philippines
Malacañang

MFN 10496

MEMORANDUM ORDER NO. 66

**AUTHORIZING THE CONDUCT IN THIS OFFICE OF THE SEMINARS
ON THE POWER OF EFFECTIVE COMMUNICATION &
ATTITUDE AND SENSIBILITY REINFORCEMENT : A
BEHAVIORAL SIMULATION**

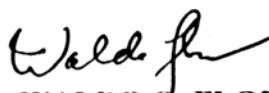
Everything about the way we do our work has changed. Even in communication, great changes have evolved with the upswing of technology that quickly access the whole world. The Office of the President is the nerve center of information in the whole bureaucracy and a word can have far reaching effect in all other agencies of the government. This is where the power of communication comes in especially when civil servants start interacting.

In order to cope up with such changes, there is a need to build more confidence in the communication skills for better effectivity, as well as upgrade the values and attitude of people in the organization to a professional level.

For the foregoing, the Career and Personnel Development Service (CPDS), Personnel Office, is hereby authorized to conduct the Seminar on the Power of Effective Communication starting August 12-16 & 19-20, 2002 for the Division Chiefs and Action Assistants at 8:00 a.m. to 12:00 noon at the Mabini Social Hall, and the Attitude and Sensibility Reinforcement: A Behavioral Simulation on September 2-4, 2002 for the first line supervisors; September 9-11, 2002 for the division chiefs; and on September 16-19, 2002 for the rank & file employees from 8:00 a.m. to 12:00 noon at the same venue.

The Chiefs of Primary Offices/Units are advised to submit a list of their Division Chiefs and Action Assistants for the Seminar on the Power of Effective Communication not later than August 8, 2002 and a list of three (3) representatives in each category for the Attitude and Sensibility Reinforcement: A Behavioral Simulation on or before August 29, 2002 to the CPDS, Personnel Office.

By authority of the President:



WALDO Q. FLORES

Senior Deputy Executive Secretary

Manila, 10 July, 2002

