



Republic of the Philippines
CAREER EXECUTIVE SERVICE BOARD

No. 3 Marcelino Street, Holy Spirit Drive, Dlliman, Quezon City 1127
Tel. Nos. 9514981 to 85 (Trunkline) 9513306 (Fax)
website: www.cesboard.gov.ph



13 March 2014

MR. DIOSDADO M. SAN ANTONIO

Director IV

Department of Education

Gate 2 Karangalan ES Karangalan Village, Cainta, Rizal 14070

*To: SDSs
For your information
& appropriate action, please.
Thanks - Joel Manic
13 March 2014*

Dear Mr. San Antonio:

Warm greetings from the Career Executive Service (CES) Board!

We are pleased to invite you to this year's inaugural session of the **FIT TO LEAD! CES Leadership, Wellness and Work-Life Balance Camp** to be held on **27-30 April 2014 (Sunday-Wednesday)** at the Tugawe Resort, Caramoan Island, Camarines Sur.

This Camp is part of CESB's advocacy to promote total wellness, work-life balance and sustained productivity among government executives. As we firmly believe that good health contributes to effective leadership and work performance, CESB prepared a program which equips officials with the knowledge, tools and practical tips on managing stress, maintaining a healthy body, mind and relationships to achieve overall work-life balance.

A registration fee of Twelve Thousand Pesos (P12,000.00) shall be collected from each participant to cover food, training kit, certificate and accommodation. The fee may be charged to agency/office funds since attendance in CESB trainings, workshops and conferences is exempted from the provisions of Administrative Order No. 103 dated 31 August 2004. To confirm attendance, please accomplish the attached registration form. Please note that the registration fee must be paid on or before 4 April 2014 (Friday). Payments may be in cash or in cheque payable to the Career Executive Service Board and shall be deposited in CESB's Land Bank of the Philippines Account Number 0622-1022-34. For Inter-branch payments, kindly fax validated deposit slip indicating participant's name to any of the CESB's fax no.: (02) 951-3306/ 952-0335/ 931-5732. You may also email the scanned copy of the deposit slip at cesb_pdd@yahoo.com. Please take note that cancellation of participation or non-appearance in the event will result in the forfeiture of the registration fee. Substitutions, however, may be allowed upon approval of the CESB.

Should you have additional concerns or clarifications, you may get in touch with Elaine Grace Antenor or Romil Tuando of the CESB's Professional Development Division at telephone number: (02) 951-4981 locals 105 or 108 or by e-mail at: cesb_pdd@yahoo.com.

We look forward to seeing you in this important and inspiring leadership and wellness experience.

Very truly yours,

Alle Allones
MARIA ANTHONETTE V. ALLONES, CESO I
Executive Director

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FIT TO LEAD! CES Leadership, Wellness and Work-Life Balance Camp
27-30 April 2014 * Tugawe Cove Resort, Caramoan Island, Camarines Sur

REGISTRATION FORM	
Name	
Nickname	
T-Shirt Size (Chest Measurement in Inches)	
Signature	
Agency/Office	
Position	
Tel. / Fax No.	
Cell Phone No.	
E-mail Address	
Date Accomplished	
<p>REGISTER NOW! Accomplish this Registration Form and fax it to CESB at 951-3306, 952-0335, 951-4986 or 931-5732 on or before 24 March 2014. Training Fee is Php12,000. Please validate receipt of registration form. For further information you may call us at 951-4981 locals 105 or 109 and look for Elaine or Romil or send us email at cesb_pdd@yahoo.com or access our website at: www.cesboard.gov.ph</p>	
<p>▪ <u>Cancellations received 1 week before conduct</u> will allow CESB to <u>automatically forfeit 50% of the total training fee.</u></p>	
<p>▪ <u>Substitution of confirmed participants</u> is allowed not later than <u>1 week before the conduct of the program.</u></p>	
<p><i>See you in this important and enjoyable learning experience!!!</i></p>	