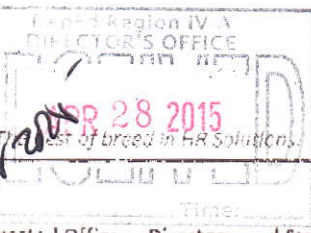




HUMAN RESOURCE INNOVATIONS & SOLUTIONS, INC.

To: SDSs  
for your information  
& appropriate action  
Please - thanks - God Bless!  
JOSAP



Attention: Human Resource Department/Training Department  
All Career Executive Service Board Members & Eligibles / Interested Officers, Directors, and Staff

Dear CESB Members/ Interested Staff,

We are pleased to invite you to the CESB accredited leadership training programs for 2015 to be conducted by HUMAN RESOURCE INNOVATIONS AND SOLUTIONS, INC. (HURIS, Inc).

<p><b>The New Leadership Style for the 21<sup>st</sup> Century</b></p> <p>Leadership goes beyond competencies and techniques. At its core, leadership is about character. Peter Drucker predicted that the leader of the future is one who asks while the leader of the past is one who tells. Find out more on how to become a successful leader of the 21st century in this "must-attend" Learning event!</p> <p>Focused on self-mastery and emotional intelligence, get to practice coaching to lead change and manage performance and results and develop a purpose statement and a self-development plan to become a more effective and inspiring leaders.</p>	<p>May 5-7, 2015 (3 Days)</p> <p>PHP 14,784.00 VAT Inclusive</p> <p>Berjaya Hotel, Makati City</p>
<p><b>Managerial Leadership</b></p> <p>This program goes beyond the basics of planning, organizing and leadership for results by highlighting through experiential insights the core, underlying principles and practices of these fundamental managerial practices.</p> <p>Reaching for breadth and covering the latest research and best practices, the participants will take out of this program a wide and practical perspective of the managerial tasks and leadership responsibilities</p>	<p>May 28-29, 2015 (2 days)</p> <p>PHP 9,856.00 VAT Inclusive</p> <p>Berjaya Hotel, Makati City</p>
<p><b>Strategic Decision Making</b></p> <p>Decision Making is the heart of all Management actions!</p> <p>Making effective and timely decisions can contribute to the proper execution of business strategy that ultimately leads to organizational effectiveness. To have this, managers and staff need to be equipped with the skills to decide quickly, implement these decisions and ensure that the implementation is flawless. Seamless and proper execution of decisions will ultimately lead to organizational effectiveness.</p> <p>The two-day course will give participants an opportunity to learn how to decide, recommend decisions, analyse and manage risks. They will also learn how to analyse complex situations and indicate what actions are needed, prioritize actions and identify who will be responsible for them.</p>	<p>June 9-10, 2015 (2 Days)</p> <p>PHP 9,856.00 VAT Inclusive</p> <p>Berjaya Hotel, Makati City</p>
<p><b>MEDIATION: An alternative Mode to Dispute and Conflict Resolution and Resolving Employee Performance Problems</b></p> <p>Through the Mediation Program participants will learn the importance of setting conflicts and disputes through an intervention which will effectively attempt to reconcile positions vs. interests of countering parties as the way to arriving at an agreement in an amicable manner. They will also gain an appreciation of the current external and internal labor relations scenario, including recent trends and events and their implications.</p>	<p>July 8-9, 2015 (2 Days)</p> <p>PHP 9,856.00 VAT Inclusive</p> <p>Berjaya Hotel, Makati City</p>



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The best of breed in HR Solutions.

Mediation will also be presented as an alternative mechanism to correcting employee performance problems.	
<b>Transformational Leadership</b>  The participants would have pondered on their past experiences as leaders and assessed how they were able to perform their roles effectively. This will also allow the facilitator to assess the level of leadership of the participants of the group (such as who has no leadership experience and otherwise) and therefore, adopt an appropriate approach.	July 15-16, 2015 (2 Days)  <b>PHP 9,856.00 VAT Inclusive</b>  <b>Berjaya Hotel, Makati City</b>

With our 2015 Leadership programs, we will be your partners, serving as a catalyst of change in your organization.

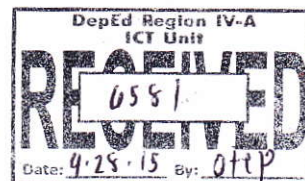
*We welcome any Non-CESO participant with supervisory functions who would like to attend our training programs.*

If interested, kindly fill-out the attached **Registration Form**. And you may call (02) 871-6519 or 651-5954 or email at [cesb.training@huris.com.ph](mailto:cesb.training@huris.com.ph) and look for Laisha Lao or Queenle Paragile.

Hurry and send in your reservations as we have limited seats available!

Regards,

**LAISHA RUH LAO**  
HR Account Associate  
Human Resource Innovations & Solutions, Inc. (HURIS)





**HUMAN RESOURCE INNOVATIONS & SOLUTIONS, INC.**  
**CESB TRAINING REGISTRATION FORM**  
*Kindly write legibly. PRINT data on the spaces provided.*  
*This form can be reproduced.*



Full Name:	Nickname:	Gender:	CES Rank:
Position:	Telephone No.:	Fax No.:	Mobile No.:
Office:	Office Address:		
Department/Agency:	Religion:	Email Address:	
Dietary Requirements (required):			
<b>Please check [✓] the training programs or workshops you wish to attend:</b>			
<b>TRAINING PROGRAM / WORKSHOP</b>	<b>TRAINING FEE</b>	<b>TRAINING DATE</b>	<b>Will Attend</b>
1. Strategic and Critical Thinking	Php 9,856.00 VAT inclusive	April 22-23, 2015	
2. The New Leadership Style for the 21 <sup>st</sup> Century	Php 14,784.00 VAT inclusive	May 5-7, 2015	
3. Managerial Leadership	Php 9,856.00 VAT inclusive	May 28-29, 2015	
4. Strategic Decision Making	Php 9,856.00 VAT inclusive	June 9-10, 2015	
5. Mediation	Php 9,856.00 VAT inclusive	July 8-9, 2015	
6. Transformational Leadership	Php 9,856.00 VAT inclusive	July 15-16, 2015	

**MODE OF PAYMENT (Please check [✓]):** Note: Payment should be made at least two (2) weeks prior to the workshop date. After depositing your payment, please fax copy of deposit slip to Telefax No. (02) 746-2962. Kindly Indicate name of attendees and company name for the issuance of the Official Receipt.

**Cash/Cheque**

- Deposit in HURIS Bank Account.
  - **Metrobank**, Account Name: Human Resource Innovations and Solutions, Inc., Account No. 052-3-06224357-1), Cheque (Please prepare payable to: Human Resource Innovations and Solutions, Inc.)
  - **Land Bank of the Philippines**, Account Name: Human Resource Innovations and Solutions, Inc., Account No. 2311-C997-20), Cheque (Please prepare payable to: Human Resource Innovations and Solutions, Inc.)
  - Any and all bank charges will be for the account of the participants.
- Deliver to HURIS office (Suite M3 Seven East Capitol Bldg., #7 East Capitol Drive, Barrio Kapitolyo, Pasig City 1603)
- For pick-up within Metro Manila, a pick-up fee of **Php200.00** will be charged payable upon pick of check to defray cost of transportation

**Reminders:**

- Kindly submit BIR Form 2306 Certificate of VAT Withheld and BIR Form 2307 Certificate of Tax Withheld if VAT and Taxes will be withheld from the training fee.
- No payment, No Certificate policy will be applied
- Statement of Account (SOA) will be sent via email or fax and the original SOA will be given on the first day of the training to the participants (as requested).

**TERMS AND CONDITIONS:**

1. Submission of an accomplished **Registration Form** is strictly required and this will serve as the **billing statement**.
2. Confirmation letters will be sent to all registered participants via email or fax at least 2 weeks before the training.
3. Upon receipt of the Registration Form, the participant's attendance is considered **confirmed**.
4. Payment should be made at least two (2) weeks prior to the workshop date. HURIS will issue the official receipt on the day of the training.  
*NOTE: Accommodations are not included.*
5. Official Receipts will be given on the 1<sup>st</sup> day of the training at the training venue.
6. If the participant is unable to attend the training due to unavoidable circumstances, an advise must be sent to HURIS office at least 2 weeks before the training proper.
7. Cancellations:
  - For paid participants, If cancellation notice/advise is received 1 week before the training proper, the training fee will be forfeited to defray the administrative costs incurred.
  - For participants who have not yet fully remitted their payment, changes and cancellation will be charged of a cancellation and transfer fee amounting to **50%** of the total training fee.
  - Refund of training fees will not be allowed; although replacements, in lieu of the original registrant may be entertained, provided the request is done in writing 1 week before the training.
8. Dietary requirement should be advised prior to the training proper so as not to incur additional food expenses. Any food replacement during the training proper will be for the account of the participant.
9. Participants are requested to make their own travel and hotel arrangements. These are not covered by the training fees.
10. HURIS reserves the right to re-schedule programs if the minimum number of participants is not met at least 2 weeks before the training.

*I confirm that the information given by me is true and correct. I also confirm that I have read, understood and agreed to the Terms and Conditions contained in this Registration Form.*

For more information, please call (02) 871-6519 or 661-5954 and look for Laisha Lao or Queenie Paragie

\_\_\_\_\_  
Signature of Participant Over Printed Name

Email: [cesb.training@huris.com.ph](mailto:cesb.training@huris.com.ph)