



Republic of the Philippines
DEPARTMENT OF EDUCATION
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
Upper Session Road, Military Cut-Off, Baguio City
Tel. No.: (074) 442-7819



DIVISION MEMORANDUM

No. 34, s. 2012

To : All Division Promotional Staff
Public Schools District Supervisors
Public Secondary School Heads
Public Elementary School Heads
Administrative Officers
Teachers-In-Charge
Teachers (Elementary and Secondary)
All Others Concerned

From : ^{EL} ELLEN BAWING - DONATO, CESO IV
Schools Division Superintendent

Subject : **DISSEMINATION OF SEMINAR-WORKSHOP ENTITLED
"JOURNEY TOWARDS PERSONAL RENEWAL AND
ORGANIZATIONAL PRODUCTIVITY"**

Date : 22 February 2012

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01. Attached, please find, a letter from Herminigilda V. Verroya, R.N., M.S.N., CEO and President of Fil-American Training Center, Inc., inviting interested participants to a seminar workshop entitled "JOURNEY TOWARDS PERSONAL RENEWAL AND ORGANIZATIONAL PRODUCTIVITY" on March 9, 10, and 11, 2012 to be held at Romulo Hall, Teachers Camp, Baguio City.
 02. All interested teachers and personnel may go at their own cost.
 03. Dissemination of this Memorandum is desired.

**FIL-AMERICAN
TRAINING CENTER, INC.**

No. 334-B Barangay Ferdinand, Happy Homes, Campo Sioco, Baguio City
Globe no: 0915 - 984 - 0456 Smart no: 0921 - 4249 - 924 E-mail address: kaye32181@yahoo.com

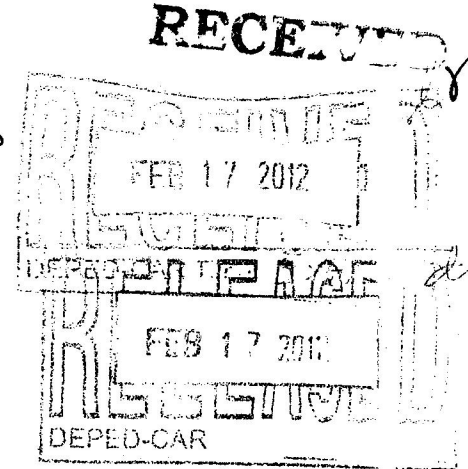
DepEd DIVISION OFFICE
BAGUIO CITY

FEB 17 2012

February 17, 2012

TERESITA M. VELASCO
Assistant Regional Director
Officer In-Charge
DepEd CAR
Wangal, La Trinidad, Benguet

*Ch Mr. Iban
for dissemination
Interested parties may go
at their own cost
22/2/12*



Dear Madam:

The FIL-AMERICAN TRAINING CENTER, INC. humbly requests from your good office an ENDORSEMENT to offer a SEMINAR WORKSHOP to all Elementary and High School Supervisors, Principals, Teachers, and Staff, under your jurisdiction entitled: "JOURNEY TOWARDS PERSONAL RENEWAL AND ORGANIZATIONAL PRODUCTIVITY" on March 9, 10 and 11, 2012 to be held at Romulo Hall, Teachers Camp, Baguio City.

The primary objective of this activity is to assist individuals enhance their capacity for self-renewal in order to attain a better work-life balance and therefore contribute to greater productivity in the workplace.

Attached herewith is the Training Matrix for the Three-Day Seminar with a Registration Fee of Three Thousand Five Hundred Pesos (php 3,500.00), which includes board and lodging at Teachers Camp, conference room fee at Romulo Hall, Teachers Camp, seminar kit and handouts, certificates of participation and attendance and honoraria of speakers.

Thank you for your favorable response on this matter.

Truly yours,

H Verroya
HERMINIGILDA V. VERROYA, R.N., M.S.N.
CEO-President

Contact Numbers:
Globe: 0915 - 984 - 0456
Smart: 0921 - 424 - 9924



Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
Wangal La Trinidad, Benguet



DAF 0288

ADVISORY

February 17, 2012

To: Schools Division Superintendents
All Divisions

For information, guidance and appropriate action
Participant to this activity will be at own expenses

For end in the absence of Director III

DepEd Advisory No. 538, s. 2011
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)
October 21, 2011

PROGRAM OFFERINGS OF THE FIL-AMERICAN REVIEW CENTER, INC.

The Fil-American Review Center, Inc. offers the following programs to individuals, groups, or organizations, which engages the services of facilitators, professionals, motivational speakers, coaches, mentors, and other experts who are dedicated to their fields of specializations:

1. Personal Enhancement and Spiritual Renewal;
2. Peer Helping and Counseling;
3. Servant Leadership;
4. Building Leaders Around You;
5. Fundamentals of People's Skills;
6. Conflict Management;
7. Human Relations Skills;
8. Stress Management and Coping Skills;
9. Team Building;
10. Effective Communication;
11. Values Clarification and Moral Recovery;
12. Responsible Parenting; and
13. Strategic Thinking, Planning and Decision-Making;
14. Quality Management;
15. Customer Services; and
16. Research Capacity Building.

The conduct of these programs aims to:

1. empower persons, groups, or organizations to deal with conflicts and problems by providing sustainable life skills and tools; and recruit and train individuals or group to become peer helpers and
2. broaden the base for the advocacy of voluntarism and service to humanity.

For more information, visit Ms. Herminigilda V. Verroya, R.N., M.S.N., CEO President, Fil-American Review Center, Inc. at No. 334-B Barangay Ferdinand, Happy Homes, Campo Sioco, Baguio City or contact at mobile phone no.: 0915-984-0456 or Send a message through e-mail address: kaye32181@yahoo.com.

Rhea/DA- Fil-Am Review Center, Inc. Program Offerings
October 20, 2011



PROGRAM AND ACTIVITIES
THREE-DAY SEMINAR
(MARCH 9,10 and 11, 2012)

TITLE: JOURNEY TOWARDS PERSONAL RENEWAL AND ORGANIZATIONAL PRODUCTIVITY

OBJECTIVES:

1. Empower persons, groups, or organizations to deal with conflicts and problems by providing sustainable life skills and tools; and recruit and train individuals or groups to become peer helpers and
2. Broaden the base for the advocacy of voluntarism and service to humanity.

DAY ONE		
TOPICS	ACTIVITIES	TIME
1. WELCOMING of Participants at Dorm 5, Teacher's Camp, Baguio City	↓ REGISTRATION AND BILLETING ➤ snacks	3:00 pm - 4:00 pm
2. INTRODUCTION AND LEVELING OF EXPECTATIONS/HOUSE RULES	↓ INFORMAL INTRODUCTIONS "GETTING TO KNOW YOU"	4:00 pm - 4:30 pm
3. PERSONAL ENHANCEMENT AND SPIRITUAL STRENGTHENING	↓ PLENARY PAPER 1: JOURNEYING TOWARDS PERSONAL RENEWAL	4:30 pm - 5:30 pm
	↓ INTERACTIVE FORUM <i>Sharing Of Reflections/Small Groups</i>	5:30 pm - 7:00pm
		7:00pm (DINNER)
DAY TWO		
4. INTRODUCTIONS AND SEMINAR OVERVIEW	↓ OPENING PROGRAM	7:00am - 8:00am (BREAKFAST)
	↓ INTRODUCTION ON ORGANIZATIONAL PRODUCTIVITY by: Mr. JAIME COLAS, DepED Reg. II	8:00 am - 8:30 am 8:30 am - 9:00 am
5. SELF - ENHANCEMENT MODULES a. Fundamentals Of People Skills	↓ PLENARY PAPER I: GROUP PROCESSES/TECHNIQUES ➤ HUMAN RELATIONS SKILLS ➤ TEAM BUILDING ➤ CONFLICT AND STRESS MANAGEMENT by: Ms. AURORA SUCLAD, Retired Professor, SLU	9:10 am - 10:00 am 10:00am - 10:15 am (BREAK)
		10:00am - 11:00 am
		11:00 am - 12:00pm
		12:00 pm - 1:00pm (LUNCH)
	↓ PLENARY PAPER 2: SERVANT LEADERSHIP by: Judge DELILAH MUNOZ, Presiding Judge, MTC, La Trinidad, Benguet	1:00 pm - 2:00 pm
↓ INTERACTIVE FORUM	2:00 pm - 3:00 pm	

<p>b. Journey Towards Personal Renewal</p>	<p>↓ PLENARY PAPER 3: THE PAIN AND JOYS OF BEING HUMAN by: Ms. GILDA V. VERROYA, R.N.,M.S.N. Professional/Psychosocial Counselor</p> <p>↓ INTERACTIVE FORUM/<i>Sharing of Reflections</i></p> <p>↓ WRITESHOPS ON PLENARY PAPER 3 THERAPEUTIC VS. NON-THERAPEUTIC COPING</p> <p>↓ Evening Prayers/Healing Session</p>	<p>3:15 pm – 5:00 pm</p> <p>5:00 pm – 6:00 pm</p> <p>6:00 pm – 7:00 pm</p> <p>7:00 pm – 8:00 pm (DINNER)</p> <p>8:00 pm – 8:30 pm</p>
<p>- - - - - DAY THREE - - - - -</p>		
<p>6. VALUES ORIENTATION WORKSHOP</p>	<p>↓ OPENING PRAYER/MORNING EXERCISES</p> <p>↓ PLENARY PAPER 5: VALUE CLARIFICATION AND MORAL RECOVERY by: Dr. ROQUE BERNARDEZ, Retired Dean, School of Teacher Education, SLU</p> <p>↓ INTERACTIVE FORUM: <i>Sharing of Reflections</i></p>	<p>7:00 am – 8:00 am (BREAKFAST)</p> <p>8:00 am – 8:20 am</p> <p>8:20 am – 10:00 am</p> <p>10:00am – 10:20 am (BREAK)</p> <p>10:20 am – 11:10 am</p>
<p>7. STRATEGIC THINKING, PLANNING AND DECISION MAKING AND ORGANIZATIONAL EFFICACY</p>	<p>↓ PLENARY PAPER 6: EFFECTIVE COMMUNICATION by: Dr. ROSEMARIE ESTOESTA, Professor, UB,IHTM</p> <p>↓ PLENARY PAPER 7: CUSTOMER SERVICE RELATIONS</p> <p>↓ PLENARY PAPER 8: QUALITY MANAGEMENT by: Mr. ISAGANI PADIT, M.B.A. and Program Chair of IHTM, UB</p> <p>↓ PLENARY PAPER 9: FINANCIAL LITERACY LEADING TO ECONOMIC SECURITY (With Personal Sharing on <u>Responsible Parenting</u>) by: Mr. LITO PANGILINAN, Businessman, Former Councilor, Baguio City</p>	<p>11:10 am – 12:00 pm</p> <p>12:00 pm – 1:00 pm (LUNCH)</p> <p>1:00 pm – 2:20 pm</p> <p>2:20 pm – 3:40 pm</p> <p>3:40 pm – 4:40pm</p>
<p>CLOSING PROGRAM AND DISTRIBUTION OF CERTIFICATES</p>		<p>4:40 pm – 5:00pm</p>

NB: MODIFICATION AND/OR ADDITION OF TOPICS MAYBE INTRODUCED AS NEEDED.