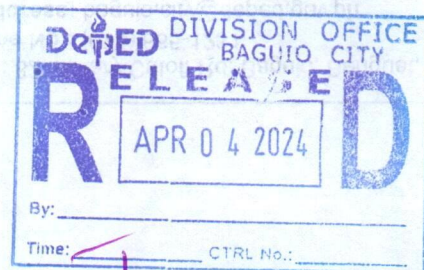




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



ADVISORY NO. 016,2024
April 4, 2024

In compliance with DepEd Order No. 8, s. 2013
this advisory is issued not for endorsement per DO 28, s. 200
but only for the information of DepEd Officials, personnel, staff, as well as the
concerned public. (visit www.deped.gov.ph)

COACHING AND MENTORING FOR EXCELLENCE

Invitation is extended to all interested participants.

The course aims to equip participants with coaching and mentoring principles, processes and practices and enable them to appreciate coaching and mentoring as an effective tool for workplace learning, performance improvement and culture enhancement.

Participation of the concerned teachers to this activity shall be subject to the no-disruption of classes policy stipulated in DepEd Order No. 09, s. 2005 entitled **"Instituting Measures to Engage Time on Task and Ensuring Compliance Therewith."**

Furthermore, attendance to this activity shall be personal and expenses shall be charged to personal funds or subject to availability of funds. Attached is the invitation letter from the CSC-CAR for further details.

For inquiries about the invitation, please contact theme at: [Tel:\(074\) 443-5982](tel:(074)443-5982) /
Fax: (074) 443-9282.

SORAYA T. FACULO PhD, CESO VI
Assistant Schools Division Superintendent
OIC – Office of the Schools Division Superintendent

Dear Sir/Ma'am:



Register Now!

Coaching and Mentoring for Excellence

This course aims to equip participants with coaching and mentoring principles, processes and practices and enable them to appreciate coaching and mentoring as an effective tool for workplace learning, performance improvement and culture enhancement.

Register online at
<https://bit.ly/csc-car-2024-Registration>
or scan the QR code below



April 11-12, 2024
8:00AM-5:00PM

Via Zoom

L&D Fee: Php. 3,200.00

16 hours of Leadership/Management Training

CME

☎ (074) 443-5982 🌐 www.csc.gov.ph 📺 fb.com/csc.car.14 ✉ hrdsc14@gmail.com 🌐 https://csccar.wordpress.com/

Greetings from Civil Service Commission - CAR!

This course aims to equip participants with coaching and mentoring principles, processes and practices and enable them to appreciate coaching and mentoring as an effective tool for workplace learning, performance improvement and culture enhancement.

Program Details:

Course: Coaching and Mentoring for Excellence

Date: April 11-12, 2024

Mode: Webinar via Zoom

Registration Fee: 3,200.00 pesos

Curriculum Area: Leadership/Managements

Registration Details:

You may either register by clicking the button below or submitting the confirmation form [here](#) through hrdsc14@gmail.com.

[Click Here to Register](#)

Payment Details:

The L&D fee may be paid at the CSC CAR Regional Office or at any CSC CAR Field Office near you. You may also pay through bank deposit, fund transfer, or LDDAP-ADA to the CSC CAR with the following bank details:

Bank: Land Bank of the Philippines

Branch: Baguio City

Account Name: Civil Service Commission CAR

Account Number: 0222-0036-36

We look forward to your participation in the program. If you have any questions or concerns, please contact us through (074) 443-5982 (Landline)

Thank you and Stay Safe!

Human Resource Division

Civil Service Commission - Cordillera Administrative Region

116 Wagner Road, Military Cut-off, Baguio City

Tel: (074) 443-5982 | Fax: (074) 443-9282

Please like us on Facebook at: <https://www.facebook.com/csccordilleras>

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Civil Service Commission Cordillera Administrative Region

LEARNING AND DEVELOPMENT

Confirmation Form

Title of L&D Program : _____
Date : _____

This is to confirm the attendance of the following participants to the above-stated L&D program:

No.	First Name	Middle Initial	Last Name	Position/ Designation	Age	Sex	Email Address	Contact No.	Assistance Needed (For PWD, PWSN). Please specify.

(Please encode complete information)

This Office guarantees the payment of the corresponding L&D fee before the schedule of the L&D program. It further guarantees the payment of 80% of the total L&D fee for each participant who confirmed attendance but fails to attend the program/course without informing the CSC CAR Human Resource Division (HRD) at least three (3) days prior to the start of the L&D program.

To be accomplished by PRIME-HRM Bronze Awardees

☐ We will avail the 20% discount for the HRM Office Head or one (1) Agency Representative

Name of participant: _____

Total Amount of L&D Fee (less 20% discount): _____

Name and Signature of Agency Head/ Authorized Representative	
Name of Agency	
Official Email Address of Agency	
Contact No. of Agency	
Name of Agency/HRMO	
Contact No. of HRMO	

**This confirmation form should be received by HRD, CSC CAR not later than 2 days before the scheduled L&D program/course. Please upload this form thru the registration link or email to hrdcsc14@gmail.com. For queries or assistance, please contact us at 09088851425. Thank you.*

Bawat Kawani, Lingkod Bayani