



**ADVISORY No. 124 s. 2024**  
May 9, 2024

In compliance with DepEd Order (DO) No. 8, s. 2013  
This advisory is issued not for endorsement per DO 28, s. 2001,  
but only for the information of DepEd Officials,  
Personnel/staff, as well as the concerned public

**INVITATION TO LEADERSHIP DEVELOPMENT PROGRAMS**

Human Resource and Innovations and Solutions, Inc. (HURIS) invites you to the  
Leadership Development Programs to be conducted via a hybrid setup on various dates.

Attached is the communication for the complete details. Interested participants  
may access the link <https://forms.gle/FW33co46Dd80M3v7> for registration.

For queries, you may reach the following contact details: Landline Number (02  
8871-6519, Mobile Numbers (09451152680 or 09269405476), Email Address  
([cesb.training@huris.com.ph](mailto:cesb.training@huris.com.ph)).

Participation is on a voluntary basis only.

For information.



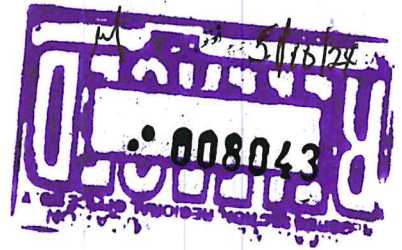
Republic of the Philippines  
**Department of Education**  
REGION V - BICOL  
SCHOOLS DIVISION OFFICE OF CATANDUANES

May 15, 2024

- TO :
- Assistant Schools Division Superintendent
  - Chief Education Supervisors
  - Education Program Supervisors
  - Public Schools District Supervisors/In-Charge of Districts
  - Elementary and Secondary School Heads
  - All Others Concerned

For information.

*[Signature]*  
**SOCORRO V. DELA ROSA, CESO V,**  
Schools Division Superintendent



**ADVISORY No. 124 s. 2024**

May 9, 2024

In compliance with DepEd Order (DO) No. 8, s. 2013  
This advisory is issued not for endorsement per DO 28, s. 2001,  
but only for the information of DepEd Officials,  
Personnel/staff, as well as the concerned public

**INVITATION TO LEADERSHIP DEVELOPMENT PROGRAMS**

Human Resource and Innovations and Solutions, Inc. (HURIS) invites you to the Leadership Development Programs to be conducted via a hybrid setup on various dates.

Attached is the communication for the complete details. Interested participants may access the link <https://forms.gle/fWS3co4BDp8CiM5v7> for registration.

For queries, you may reach the following contact details: Landline Number (02 8871-6519, Mobile Numbers (09451152680 or 09269405476), Email Address ([cesb.training@huris.com.ph](mailto:cesb.training@huris.com.ph)).

Participation is on a voluntary basis only.

For information.

## DEPED V BICOL REGION

**From:** HURIS CSC Training Invitation <invitationhuriscstraining@gmail.com>  
**Sent:** Tuesday, 7 May 2024 3:17 pm  
**Subject:** Invitation to Attend HURIS CESB-Accredited Courses  
**Attachments:** N\_2024 HURIS Leadership Development Programs Invitation\_04182024.pdf; NBC No 563 regarding Php 2,000 budget\_Highlighted.pdf

**Attention:** Human Resource Department/Training Department  
 Heads, Managers, Interested Officers, Directors

Dear Leaders,

Thank you for patronizing our Leadership Development Programs this year. Part of our advocacy is to reach out to the Government Sector and impart our best practices and tools to further develop the organization's Human Capital.

Some of these programs will be conducted in a hybrid setup, giving you the flexibility to choose between onsite or online participation. There is a corresponding training fee for your preferred mode of attendance.

With this, we are pleased to invite you to the Leadership Development Programs to be conducted by **HUMAN RESOURCE INNOVATIONS AND SOLUTIONS, INC. (HURIS)**.

<p><b>Achieving a Positive Turn-around in Employee and Organizational Performance thru Positive Discipline (CESB-Accredited)</b></p> <p>Equip yourself with the skill of positive discipline in correcting employee performance problems and help achieve a positive turn-around in performance. Learn and apply the basic concepts behind "due process", conducting a hearing and/or dialogue in the context of practicing positive discipline.</p>	<p>May 16-17, 2024                  9:00AM-5:00PM                  16 hours   8 hours/day</p> <p><b>Onsite:</b>                  Php 17,920.00 VAT Inclusive                  Astoria Plaza Hotel, Pasig City</p> <p><b>Online:</b>                  Php 13,440.00 VAT Inclusive                  Via Zoom</p>
<p><b>Effective Conflict Resolution and Solving Employee Performance Issues thru Mediation (CESB-Accredited)</b></p> <p>Be equipped with concepts and models in mediation as an effective method for conflict and dispute resolution through immersing you with simulations in the mediation process, which will allow rich learning experiences to find out root causes &amp; real interests to achieve win-win resolutions.</p>	<p>May 30-31, 2024                  9:00AM-5:00PM                  16 hours   8 hours/day</p> <p><b>Onsite:</b>                  Php 17,920.00 VAT Inclusive                  Astoria Plaza Hotel, Pasig City</p> <p><b>Online:</b>                  Php 13,440.00 VAT Inclusive                  Via Zoom</p>
<p><b>Performance and Results Management (CESB-Accredited)</b></p> <p>Understand the discipline of having a systematic Performance Management System by learning how to plan, manage and monitor people performance, and provide timely, precise &amp; accurate feedback to individuals and groups to improve individual, unit &amp; organizational performance.</p>	<p>June 6-7, 2024                  9:00AM-5:00PM                  16 hours   8 hours/day</p> <p><b>Onsite:</b>                  Php 17,920.00 VAT Inclusive                  Astoria Plaza Hotel, Pasig City</p> <p><b>Online:</b>                  Php 13,440.00 VAT Inclusive                  Via Zoom</p>
<p><b>Essentials of Managing Change and Employee Transition (CESB-Accredited)</b></p> <p>Adjusting to organizational changes is always a challenge, and resistance to such changes is a very common human response. This program will</p>	<p>June 20-21, 2024                  9:00AM-5:00PM                  16 hours   8 hours/day</p> <p><b>Onsite:</b>                  Php 17,920.00 VAT Inclusive</p>

provide you a change leadership framework to understand resistance to change and how to manage it, and also a transition process for individuals going through the change.	Astoria Plaza Hotel, Pasig City <b>Online:</b> Php 13,440.00 VAT Inclusive Via Zoom
<b>Thinking Out-of-the-Box: Embracing Innovative Leadership</b> <i>(CESB-Accredited)</i>  OUT-OF-THE-BOX thinking while working within the rules of engagement. Overcome obstacles, roadblocks, and pitfalls, by acquiring a mind-set of creative thinking and innovation and applying this skill on actual workplace challenges.	June 27-28, 2024 9:00AM-5:00PM 16 hours   8 hours/day <b>Onsite:</b> Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City <b>Online:</b> Php 13,440.00 VAT Inclusive Via Zoom
<b>Managerial Leadership</b> <i>(CESB-Accredited)</i>  Be enlightened on the differences between Management and Leadership then develop the discipline of Managerial Leadership through tooling you with the right mix of key leadership and management skills to achieve positive results.	July 11-12, 2024 9:00AM-5:00PM 16 hours   8 hours/day <b>Onsite:</b> Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City <b>Online:</b> Php 13,440.00 VAT Inclusive Via Zoom
<b>Strategic Decision Making</b> <i>(CESB-Accredited)</i>  In this program, participants will learn how to decide, recommend decisions, how to analyze and manage risks such as prevention and contingencies should these happen. In analyzing problems, they learn how to pinpoint through causes and make decisions either to correct or adapt. They also learn to analyze complex situations by indicating what actions are needed, prioritize, and identify responsibilities for actions.	July 18-19, 2024 9:00AM-5:00PM 16 hours   8 hours/day <b>Onsite:</b> Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City <b>Online:</b> Php 13,440.00 VAT Inclusive Via Zoom
<b>Strategic and Critical Thinking</b> <i>(CESB-Accredited)</i>  Learn to develop strategic and critical thinking, an important skill that allows you to develop a plan of action designed to achieve your overall goals with a high probability of success.	July 25-26, 2024 9:00AM-5:00PM 16 hours   8 hours/day <b>Onsite:</b> Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City <b>Online:</b> Php 13,440.00 VAT Inclusive Via Zoom

We will be your partners, serving as a catalyst of change in your organization. We welcome any non-CESO participants with supervisory functions who would like to attend our training programs.

If interested, kindly access the link below to fill out the form and register:

**Registration Form:** <https://forms.gle/fWS3co4BDp8CiM5v7>

You may also reach us in the following contact details and look for Wyona Driz or Daff Correa:

- **Landline number:** (02) 8871-6519
- **Mobile numbers:** 09451152680 or 09269405476
- **Email address:** [cesb.training@huris.com.ph](mailto:cesb.training@huris.com.ph)

**Note:** We advise all participants not to book a hotel or flight until we have sent the confirmation of attendance through email and SMS.

Should you also need a full-length course, specially designed for your institution's needs, we are more than happy to discuss with you to assess your learning needs and design a course for you.

Best Regards,

**Daff E. Correa**  
Sales and Account Management Associate  
**Human Resource Innovations and Solutions, Inc. (HURIS)**  
Suite M3 Seven East Capitol Bldg., #7 East Capitol Drive  
Brgy. Kapitolyo, Pasig City



Human Resource Innovations and Solutions, Inc.

DEPARTMENT OF EDUCATION  
REGIONAL OFFICE V  
PERSONNEL SECTION  
RECEIVED  
BY: [Signature]  
DATE: 08 MAY 2024 TIME: 4:00

Partner towards Organization Effectiveness.

DEPARTMENT OF EDUCATION  
RECEIVED  
RECORDS SECTION, REGIONAL OFFICE NO. V  
MAY 08 2024  
BY: [Signature] TIME: 6:09 a.m.

Attention: Human Resource Department/Training Department  
Heads, Managers, Interested Officers, Directors

Dear Leaders,

Thank you for patronizing our Leadership Development Programs this year. Part of our advocacy is to reach out to the Government Sector and impart our best practices and tools to further develop the organization's Human Capital.

Some of these programs will be conducted in a hybrid setup, giving you the flexibility to choose between onsite or online participation. There is a corresponding training fee for your preferred mode of attendance.

With this, we are pleased to invite you to the Leadership Development Programs to be conducted by HUMAN RESOURCE INNOVATIONS AND SOLUTIONS, INC. (HURIS).

<p><b>Achieving a Positive Turn-around in Employee and Organizational Performance thru Positive Discipline (CESB-Accredited)</b></p> <p>Equip yourself with the skill of positive discipline in correcting employee performance problems and help achieve a positive turn-around in performance. Learn and apply the basic concepts behind "due process", conducting a hearing and/or dialogue in the context of practicing positive discipline.</p>	<p>May 16-17, 2024 9:00AM-5:00PM 16 hours   8 hours/day</p> <p><b>Onsite:</b> Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City</p> <p><b>Online:</b> Php 13,440.00 VAT Inclusive Via Zoom</p>
<p><b>Effective Conflict Resolution and Solving Employee Performance Issues thru Mediation (CESB-Accredited)</b></p> <p>Be equipped with concepts and models in mediation as an effective method for conflict and dispute resolution through immersing you with simulations in the mediation process, which will allow rich learning experiences to find out root causes &amp; real interests to achieve win-win resolutions.</p>	<p>May 30-31, 2024 9:00AM-5:00PM 16 hours   8 hours/day</p> <p><b>Onsite:</b> Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City</p> <p><b>Online:</b> Php 13,440.00 VAT Inclusive Via Zoom</p>
<p><b>Performance and Results Management (CESB-Accredited)</b></p> <p>Understand the discipline of having a systematic Performance Management System by learning how to plan, manage and monitor people performance, and provide timely, precise &amp; accurate feedback to individuals and groups to improve individual, unit &amp; organizational performance.</p>	<p>June 6-7, 2024 9:00AM-5:00PM 16 hours   8 hours/day</p> <p><b>Onsite:</b> Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City</p> <p><b>Online:</b></p>



Human Resource Innovations and Solutions, Inc.

	Php 13,440.00 VAT Inclusive Via Zoom
<p><b>Essentials of Managing Change and Employee Transition</b> (CESB-Accredited)</p> <p>Adjusting to organizational changes is always a challenge, and resistance to such changes is a very common human response. This program will provide you a change leadership framework to understand resistance to change and how to manage it, and also a transition process for individuals going through the change.</p>	<p>June 20-21, 2024 9:00AM-5:00PM 16 hours   8 hours/day</p> <p><b>Onsite:</b> Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City</p> <p><b>Online:</b> Php 13,440.00 VAT Inclusive Via Zoom</p>
<p><b>Thinking Out-of-the-Box: Embracing Innovative Leadership</b> (CESB-Accredited)</p> <p>OUT-OF-THE-BOX thinking while working within the rules of engagement. Overcome obstacles, roadblocks, and pitfalls, by acquiring a mind-set of creative thinking and innovation and applying this skill on actual workplace challenges.</p>	<p>June 27-28, 2024 9:00AM-5:00PM 16 hours   8 hours/day</p> <p><b>Onsite:</b> Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City</p> <p><b>Online:</b> Php 13,440.00 VAT Inclusive Via Zoom</p>
<p><b>Managerial Leadership (CESB-Accredited)</b></p> <p>Be enlightened on the differences between Management and Leadership then develop the discipline of Managerial Leadership through tooling you with the right mix of key leadership and management skills to achieve positive results.</p>	<p>July 11-12, 2024 9:00AM-5:00PM 16 hours   8 hours/day</p> <p><b>Onsite:</b> Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City</p> <p><b>Online:</b> Php 13,440.00 VAT Inclusive Via Zoom</p>
<p><b>Strategic Decision Making (CESB-Accredited)</b></p> <p>In this program, participants will learn how to decide, recommend decisions, how to analyze and manage risks such as prevention and contingencies should these happen. In analyzing problems, they learn how to pinpoint through causes and make decisions either to correct or adapt. They also learn to analyze complex situations by indicating what actions are needed, prioritize, and identify responsibilities for actions.</p>	<p>July 18-19, 2024 9:00AM-5:00PM 16 hours   8 hours/day</p> <p><b>Onsite:</b> Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City</p> <p><b>Online:</b> Php 13,440.00 VAT Inclusive Via Zoom</p>



Human Resource Innovations and Solutions, Inc.

**Strategic and Critical Thinking (CESB-Accredited)**

Learn to develop strategic and critical thinking, an important skill that allows you to develop a plan of action designed to achieve your overall goals with a high probability of success.

July 25-26, 2024  
9:00AM-5:00PM  
16 hours | 8 hours/day

**Onsite:**  
Php 17,920.00 VAT Inclusive  
Astoria Plaza Hotel, Pasig City

**Online:**  
Php 13,440.00 VAT Inclusive  
Via Zoom

We will be your partners, serving as a catalyst of change in your organization. We welcome any non-CESO participants with supervisory functions who would like to attend our training programs.

If interested, kindly access the link below to fill out the form and register:

**Registration Form:** <https://forms.gle/fWS3co4BDp8CiM5v7>

You may also reach us in the following contact details and look for Wyoña Driz or Daff Correa:

- **Landline number:** (02) 8871-6519
- **Mobile numbers:** 09451152680 or 09269405476
- **Email address:** [cesb.training@huris.com.ph](mailto:cesb.training@huris.com.ph)

**Note:** We advise all participants not to book a hotel or flight until we have sent the confirmation of attendance through email and SMS.

Should you also need a full-length course, specially designed for your institution's needs, we are more than happy to discuss with you to assess your learning needs and design a course for you.

Best Regards,

**Daff E. Correa**  
Sales and Account Management Associate  
**Human Resource Innovations and Solutions, Inc. (HURIS)**  
Suite M3 Seven East Capitol Bldg., #7 East Capitol Drive  
Brgy. Kapitolyo, Pasig City





REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
GEN. SOLANO ST., SAN MIGUEL, MANILA

**NATIONAL BUDGET CIRCULAR**

No. 563  
April 22, 2016

- TO : ALL HEADS OF DEPARTMENTS, BUREAUS, OFFICES AND AGENCIES OF THE NATIONAL GOVERNMENT, INCLUDING STATE UNIVERSITIES AND COLLEGES (SUCS); GOVERNMENT -OWNED OR -CONTROLLED CORPORATIONS (GOCCS); LOCAL GOVERNMENT UNITS (LGUS); AND ALL OTHERS CONCERNED
- Subject : **Guidelines on Participation of Government Officials and Employees in Conventions, Seminars, Conferences, Symposia and Similar Non-Training Gatherings Sponsored by Non-Government Organizations or Private Institutions**
- 

1.0 **Purpose**

This Circular is being issued to update the guidelines and the allowable cost of participation of government officials and employees in conventions, seminars, conferences, symposia, and other similar gatherings, prescribed under National Budget Circular (NBC) No. 442 dated March 29, 1992 and NBC No. 486 dated March 26, 2003.

2.0 **Coverage**

- 2.1 This Circular shall cover all activities requiring the payment of registration and related fees pertaining to the participation of government officials/employees in conventions, seminars, conferences, symposia, and other similar gatherings conducted/sponsored by non-government organizations or private institutions in the Philippines.
- 2.2 For purposes of this Circular, conventions, seminars and the like shall refer to those conducted basically for purposes of sharing, discussing or disseminating ideas or information on the developments in a particular field or fields of interest and/or for common appreciation and resolution of certain issues. It includes, but is not limited to, those conducted by professional organizations or groups of common interest where government employees are members. It excludes those conducted for training purposes where participants are expected to gain or strengthen skills and technical or management expertise in their areas of endeavor.

### 3.0 **Guidelines**

- 3.1 Government officials and employees may be authorized to participate in conventions, seminars, conferences, symposia and such other activities conducted by non-government organizations or private institutions for a fee, as part of the human resource development program of the government, chargeable against government funds.
- 3.2 The registration or participation fee in said convention, seminar, etc. shall not exceed P 2,000 per day for each participant.
- 3.3 In cases where the convention is held out-of-town, authorized participants may be entitled to travel expenses and allowances as authorized under existing rules and regulations.
- 3.4 Membership and similar fees paid for personal or individual membership in a private organization shall be for the account of the member concerned and shall not be charged to government funds. On the other hand, institutional membership fees, i.e., agency membership may be charged to government funds.
- 3.5 As far as practicable, government officials and employees should avail of the early registration rates to avail of reduced costs of participation in conventions, seminars, conferences and the like.
- 3.6 All expenditures for the purpose shall be subject to the usual budgeting and accounting rules and regulations.

### 4.0 **Responsibility of Agency Heads**

Agency Heads shall be responsible for the implementation of the provisions of this Circular in their respective offices.

### 5.0 **Repealing Clause**

All other circulars and issuances or parts thereof that are inconsistent with this Circular are hereby repealed or modified accordingly.

### 6.0 **Effectivity**

This Circular shall take effect immediately.

  
**FLORENCIO B. ABAD**

Secretary 