



PHILIPPINE INFORMATION OFFICE INC

Unit 506 5/F Wil-Vic Building 1, #125 Kamias Road, Quezon City
Tel No. 8 5236242 / 8 5516287 / 0905 4168293

June 13, 2023

DIR. LORMELYN E. CLAUDIO, CESO IV

Regional Executive Director

DENR – MIMAROPA REGION

3/F 1515 DENR by the Bay Bldg., Roxas Blvd.,
Brgy. 668, Ermita, Manila

Subject: **UNDERSTANDING LEADERSHIP BLUEPRINT**

Dear Sir/Ma'am:

The Philippine Information Office, Inc. will conduct a three-day (3) seminar on Understanding Leadership Blueprint on July 11, 12 and 13, 2023 (Monday – Wednesday) from 8:00 AM – 5:00 PM at the Camelot Hotel, #35 Mother Ignacia Avenue, Quezon City.

The registration fee shall be paid in cash / check basis amounting to Php 6,000.00 payable to Philippine Information Office, Inc. per participant. The payment will cover for the module of subject matter, breakfast, lunch, pm snack and certificate of completion.

We hope you will send your representatives to this training.

To confirm your attendance, please feel free to call us at Tel. # (02) 85236242 / 85516287 (0905) 4168293 look for Ms. Ela Venancio.

Your participation in this undertaking is highly appreciated.

Thank you and more power.

Truly yours,

JOCEL DE GUZMAN

President

Registration

Class Schedule : July 11, 12 and 13, 2023
Class Hours : 8:00 am to 5:00 pm
Venue : Camelot Hotel, #35 Mother Ignacia Avenue, Quezon City
Standard Course Fee: Php: 6,000 Vat Exclusive (live out seminar)

Course fee includes class instruction, course materials, certificate of completion, and use of ancillary equipment and hardware. Audio or video recording of the training course is strictly prohibited. Philippine Information Office Inc reserves the right to make changes to the information contained herein without prior notice.

Name of Participants:

1. _____ Position: _____ Email/Mobile: _____
2. _____ Position: _____ Email/Mobile: _____
3. _____ Position: _____ Email/Mobile: _____
4. _____ Position: _____ Email/Mobile: _____
5. _____ Position: _____ Email/Mobile: _____

AUTHORIZING OFFICER / CONTACT PERSON:

Name: _____ Position: _____

Company Name/Department: _____

Tel: _____ Mobile No. _____ email _____

Signature: _____

PRINTED NAME

POLICIES ON REGISTRATION

1. Standard Registration fee of PHP 6,000 can be (Paid during the training day itself or deposit the registration fee under Philippine Information Office Inc with PNB (Philippine National Bank) Account no. 151111527671
2. Cancellations are accepted (3) working days prior to the training dates. Note: No Advice of cancellation is considered to be paid. Substitutions can be made any time.
3. Kindly email back this reservation form to us at pio2017@yahoo.com or call us at (02) 8 5236242 / 8 5516287 / Mobile No. 0905.416.8293 to ensure your seat is reserved.

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG RENTAS INTERNAS
REVENUE REGION NO. 008
REVENUE DISTRICT NO. 048

BIR
Form No. **2303**
Revised July 1997

OCN 9RC0000170740

CERTIFICATE OF REGISTRATION

TIN 242-999-320-000	NAME PHILIPPINE INFORMATION OFFICE INC	REGISTRATION DATE 01/19/2006
REGISTERED ADDRESS UNIT 1505 GLOBAL TOWER BLDG 2029 GEN MACABULOS ST BANGKAL MAKATI CITY 1233		
REGISTERED ACTIVITY(IES) TAX TYPE INCOME TAX TRADE NAME PHILIPPINE INFORMATION OFFICE INC		
REGISTRATION FEE		LINE OF BUSINESS / INDUSTRY 9199 ACTIVITIES OF OTHER MEMBERSHIP ORGANIZATIONS, N.E.C



RDO DRY SEAL

I HEREBY CERTIFY THAT THE ABOVE NAMED PERSON IS REGISTERED AS INDICATED ABOVE, UNDER THE PROVISIONS OF THE NATIONAL INTERNAL REVENUE CODE, AS AMENDED.

GERRY O. DUMAYAS

CECILIA C. CAMPOS
OIC-ASST. REVENUE DIST. OFFICER
TIN: 149-498-795

REVENUE DISTRICT OFFICER (signature over printed name)

THIS CERTIFICATE MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS

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PHILIPPINE INFORMATION OFFICE INC

Organizational Profile

The Organization

The Philippine Information Office, Inc. is a non-stock and non-profit organization which aims to render public service through information dissemination, training programs, and other special projects for the Filipinos.

Established on January, 5, 2006, the Organization has since rendered projects like medical missions in local barangay, trainings on disaster awareness and prevention, crime scene investigation, and many others.

The Organization's purest aim is to empower Filipinos with the information they need to alleviate their lives and prepare them for the necessary unexpected disaster that hit our country every so often. The Organization supports the campaign of the government in beating poverty through knowledge and information.

Vision

The Organization's vision is to be one of the Government's leading associate in terms of information dissemination and to be one of the recognized leading partners in implementing its projects.

In order for the Organization to achieve this vision, the Organization continually renders its service through effective and intensive training programs, increasing its scope of projects and extending it to the provincial level, and strengthening its commitment to public service. The Organization ensures the attainment of this vision by:

- Conceptualizing more projects for our countrymen.
- Adding its pool of manpower to cover more scope.
- Continually strengthening its network for better information dissemination.

Mission

The Organization's mission reflects the ultimate reason for our existence. One of them is to provide information as a ready and available medium to all. Another is to attain better coverage in the scope of its projects and effectively communicate to its target market.

Core Values

Our organization is committed to:

- Excellence
- Service
- Honesty
- Social Responsibility

CAMELOT HOTEL

#35 Mother Ignacia Ave. Diliman, Quezon City

(02) 373 2101

LOCATION MAP

