



June 29, 2022

**MEMORANDUM**

**FOR** : The Regional Executive Director

**THRU** : The Assistant Regional Director  
For Management Services

**ATTN.** : Chief, HRDS Edna A. Tarrosa

**FROM** : The PENR Officer

**SUBJECT** : **NOMINATION OF PARTICIPANTS TO ATTEND THE ONLINE TRAINING OF VRP SCHOOL OF STATESMANSHIP PARALEGAL TRAINING - MODULE 1 (PHILIPPINE BASIC LEGAL SYSTEM) ON JULY 19-22, 2022**

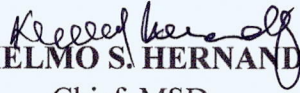

In the interest of the service and in order to equip government employees with the knowledge on the legal system of the Philippines and to equip with skills necessary in bringing complaints to proper tribunal, the following PENRO Romblon personnel are hereby nominated to attend the conduct of **VRP School of Statesmanship Paralegal Training-Module 1 (Philippine Basic Legal System)** with the theme *"The Making of a Statesman"* on **July 19-22, 2022**.

- |                             |                                       |
|-----------------------------|---------------------------------------|
| 1. Sheilla Jane M. Forlales | - Forester II                         |
| 2. Gemma F. Fallaria        | - Administrative Officer IV (HRMO II) |
| 3. Eric F. Hindap           | - Special Investigator                |
| 4. Rolly F. Morales         | - Forester I                          |
| 5. Romer F. Gervacio        | - Land Management Inspector           |

A registration of **Php 4, 500.00** is required per participant inclusive of a seminar kit, professional fees, and certificates.

For your consideration and approval.

*"For and in the absence of the OIC, PENR Officer"*

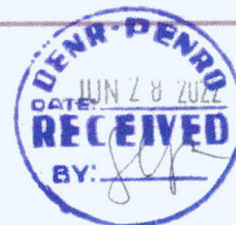
  
**THELMO S. HERNANDEZ**  
Chief, MSD  




# CRFV

COUNCIL FOR THE RESTORATION OF FILIPINO VALUES  
CSC ACCREDITED LEARNING & DEVELOPMENT INSTITUTE (ALDI)

28 June 2022



**DIR. LORMELYN E. CLAUDIO, CESO IV**

*OIC-Regional Executive Director,*

Department of Environment and Natural Resources – Region IV-B  
Ermita, Manila

CC: **Assistant Directors**  
**Division Chiefs**  
**Provincial / City Environment and Natural Resources Office Officers**

Dear Director Claudio:

**Pursuant to CSC Announcement No. 40**, the Council for the Restoration of Filipino Values (CRFV), a Civil Service Commission (CSC) Accredited Learning and Development Institute (ALDI), in implementing the Values Restoration Program (VRP), conducts **VRP School of Statesmanship Paralegal Training**. On **19-22 July 2022**, an online training on Module 1 (The Philippine Legal System) with the theme *"The Making of a Statesman"* will be held. In this regard, we are inviting any representative(s) from your legal department, personnel in charge of investigation, fact-finding, hearing cases or any interested staff from your department to attend the training. **The registration fee is Php 4, 500.00** per participant inclusive of a seminar kit, professional fees, and certificates.

As a soft approach to the government's anti-corruption initiatives, the VRP Paralegal Training aims to equip government employees and other interested participants with knowledge on the legal system of the Philippines. The training also aims to equip the participants with skills necessary in bringing their complaints and assisting private citizens in bringing their cause to the regular courts or the proper tribunal. **The knowledge and skills in this training are anchored on values.**

**As an ALDI of the CSC, each participant to the training is entitled to receive corresponding points for ranking, promotion and increments for every hour of training.** Please check the attached CSC Announcement No. 40, ALDI Certification, Program of Activities, and 2022 Calendar of Activities for your reference.

For more information, please contact Ms. Tita E. Vidal or Ms. Carol D. Donaal at (074) 244-5375 (landline), 0999-221-6827 (Smart), 0999-221-6825 (Smart) or 0917-689-1983 (Globe). Thank you and more power!

For God, Country, and Fellowmen,

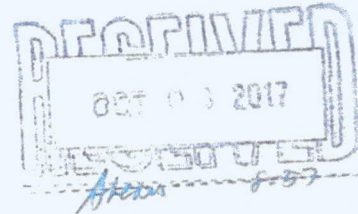
**NATHANIEL A. SAQUIBAN**  
*National Director*





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Announcement No. 40, s. 2017

## ANNOUNCEMENT

**FOR :** HEADS OF CONSTITUTIONAL BODIES, DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL GOVERNMENT, LOCAL GOVERNMENT UNITS, GOVERNMENT-OWNED OR CONTROLLED CORPORATIONS WITH ORIGINAL CHARTERS, AND STATE UNIVERSITIES AND COLLEGES

**SUBJECT :** Values Restoration Program

The Council for the Restoration of Filipino Values (CRFV), a Civil Service Commission Accredited Learning and Development Institution, aims to introduce its **Values Restoration Program** as a soft approach of the government's anti-corruption initiatives.

In line with this, government agencies are encouraged to support the program by appointing at least two Values Restoration Officers (VRO), from supervisory level and rank and file from their central, regional, provincial, and field offices or units. The designated VRO shall lead the discussion of a common value every week after the flag ceremony using the CRFV-authored book **transforming the Nation through Values** and the CD with Powerpoint presentations containing the same. Moreover, the designated VRO shall coordinate all VRP matters in their agencies and attend the Trainer's Trainings and other seminars and meetings to be conducted by the CRFV.

For further details and information, you may coordinate with **Mr. Voltaire L. Acosta, Jr.**, CRFV **National Director**, at mobile numbers 0999-9901195 and 0917-6891983 or through email at [crfv.cpu@gmail.com](mailto:crfv.cpu@gmail.com).

  
**ALICIA dela ROSA-BALA**  
Chairperson  
02 OCT 2017

Bawat Kawani, Lingkod Bayani

ing, IBP Road, Constitution Hills, 1126 Quezon City ☎ 931-7935/931-7939/931-8092 ✉ [cscphil@webmail.csc.gov.ph](mailto:cscphil@webmail.csc.gov.ph) @www



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Thus

## CERTIFICATE OF ACCREDITATION

is awarded to:

**COUNCIL FOR THE RESTORATION OF FILIPINO VALUES (CRFV)**

24 Naguisan Road, Keyway Extension, Baguio City

for having satisfactorily met all the accreditation requirements and is therefore found qualified to provide learning and development interventions on Leadership Development, Human Resource Management, Organization Development and Personal & Professional Effectiveness that are relevant to the duties attached to incumbents of career and non-career positions in the civil service

The accreditation is valid for three (3) years from October 5, 2020 to October 4, 2023

ATTY. AILEEN LOURDES A. LIZADA  
Commissioner

ALICIA dela ROSA-BALA  
Chairperson

VACANT  
Commissioner

Attested by

ARTHUR LUIS P. FLORENTIN  
Executive Director IV

CSC Accreditation No. 2020-0004

Certificate No. 2020-0004

Civil Service Commission, Commission 180, 19th Floor, 1101 Quirino City, Philippines  
www.csc.gov.ph





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## VRP SCHOOL OF STATESMANSHIP PARALEGAL TRAINING MODULE 1: Philippine Basic Legal System

### PROGRAM OF ACTIVITIES

Time	Activity / Topic
<b>DAY 1</b>	
9:00 – 10:00 AM	Preliminaries
10:01 – 10:15 AM	Coffee Break
10:16 – 12:00 NN	Introduction to VRP SOS Paralegal Training and Value No. 1
12:01 – 2:00 PM	Lunch
2:01 – 4:00 PM	Bill of Rights
<b>DAY 2</b>	
9:00 – 10:30 AM	The Philippine Legal System
10:31 – 12:00 NN	Introduction to Criminal Law
12:01 – 2:00 PM	Lunch
2:01 – 4:00 PM	Court Procedures
<b>DAY 3</b>	
9:00 – 10:45 AM	Administrative Offenses Committed by Government Workers (Executive Order No. 292; 2017 Rule on Administrative Cases in the Civil Service)
10:46 – 12:00 NN	Rules on Administrative Cases in the Civil Service
12:01 – 2:00 PM	Lunch
2:01 – 4:00 PM	Rules on Evidence
<b>DAY 4</b>	
9:00 – 10:30 AM	Paralegal Skills: Case Analysis, Legal Research & Affidavit- Making
10:31 – 10:45 AM	Coffee Break
10:46 – 12:00 NN	Plenary Session
12:01 – 1:30 PM	Lunch
1:31 – 3:00 PM	Republic Act 6713
3:01 – 4:00 PM	Closing Ceremony

\*Topics may be modified as requested by the participating agencies/delegates



# 2022

# CRFV CALENDAR TRAINING & WEBINAR

## January

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## February

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## March

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## April

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## May

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## June

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## July

Su	Mo	Tu	We	Th	Fr	Sa
24	25	26	27	28	29	30
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27

## August

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## September

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## October

Su	Mo	Tu	We	Th	Fr	Sa
23	24	25	26	27	28	29
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26

## November

Su	Mo	Tu	We	Th	Fr	Sa
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24

## December

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### VALUES RESTORATION OFFICERS

Empowering the appointed Values Restoration Officers from various agencies to be restorers, rebuilders, and reformers of the nations moral infrastructure.

- for representative/s (both managerial and rank and file), from Constitutional Bodies, Departments, Bureaus, and Agencies of the National Government, Local Government Units, Government-Owned or Controlled Corporations with Original Charters, and State Universities and Colleges (CSC Announcement No. 40, s. 2017)

- Module 1: Training the Trainers
- Module 2: Empowering Values-Based Leadership

**VRP ANNUAL CAPACITY BUILDING VIII**

25-28 Jan (Mod 2)  
21-24 Feb (Mod 1)  
29 Mar-Apr 1 (Mod 2)  
26-29 Apr (Mod 1)  
24-27 May (Mod 2)  
28 June-July 1 (Mod 1)

26-29 July (Mod 2)  
23-26 Aug (Mod 1)  
27-30 Sept (Mod 2)  
22-25 Nov (Mod 1)  
13-16 Dec (Mod 2)

**19-21 Oct**

### VRP SCHOOL OF STATESMANSHIP (PARALEGAL, MEDIATION, DISPUTE RESOLUTION, ETC.)

Equipping leaders with the values and laws of the land for righteous governance.

- Module 1: The Philippine Basic Legal System (for any representative from legal department, personnel in-charge of investigation, fact-finding, hearing cases or any related staff.
- Module 2: Dispute Resolution, Restorative Justice & Relevant Labor Laws (for members of grievance committees, human resource management officers, administrative officers, heads of offices/divisions, or any interested staff.

15-18 Feb (Mod 1)  
15-18 Mar (Mod 2)  
19-22 Apr (Mod 1)  
14-17 June (Mod 2)

19-22 July (Mod 1)  
16-19 Aug (Mod 2)  
20-23 Sept (Mod 1)  
25-28 Oct (Mod 2)  
15-18 Nov (Mod 1)

### PUBLIC ACCOUNTABILITY & VALUES ENHANCEMENT SEMINAR (PAVES)

Raising a people movement of righteousness cultivating a value-based culture in the workplace.

- For public sector officials and employees, local government executives, private sector managers and employees, corporate and other concerned citizens.
- PAVES can be anchored with Gender and Development (GAD) and/or Values Restoration Program (VRP).
- It is primarily designed to be taken by a single agency per schedule. Please contact us for more inquiries

2-4 Mar  
1-3 June  
7-9 Sept  
7-9 Dec

*\*can be scheduled per agency*

### NATION BUILDERS PROGRAM

Birthing a new generation of leaders with zero tolerance for corruption and empowered to build the nation in righteousness.

- For Sangguniang Kabataan (SK), Local Youth Development Officers (LYDOs), Supreme Student Government Officers (SSGs), youth leaders from the private sector as well as beneficiaries from different government programs.
  - Module 1: The Making of a Nation Builder
  - Module 2: Nation Builders in Times of Transition

10-11 Mar  
29-30 June  
11-12 Aug  
15-16 Sept  
10-11 Nov

### CUSTOMIZED TRAINING

Values-anchored training aligned to the needs of the clientele (e.g., stress management, team building, etc)

- For public sector officials and employees, local government executives, private sector managers and employees, corporate and other concerned citizens.
- Public Service Values Program (PSVP)

*\*to be scheduled as per coordination with requesting agency/office*



**VALUES RESTORATION PROGRAM**  
**WEEKLY VALUE FOCUS SCHEDULE 2022**  
*Value focus to anchor on the main core value during discussions*

WEEK	DATE	CORE VALUE (PIES)	VALUE FOCUS
1	January	3 Patriotism	Patriotism
2		10 Integrity	Integrity
3		17 Excellence	Excellence
4		24 Spirituality	Spirituality
5		31 Patriotism	Commitment/Dedication
6	February	7 Integrity	Accountability
7		14 Excellence	Decisiveness
8		21 Spirituality	Obedience
9		28 Patriotism	Selflessness
10	March	7 Integrity	Equality
11		14 Excellence	Submissiveness
12		21 Spirituality	Repentance
13		28 Patriotism	Cooperation
14	April	4 Integrity	Purity
15		11 Excellence	Diligence with Focus
16		18 Spirituality	Faith
17		25 Patriotism	Concern
18	May	2 Integrity	Faithfulness
19		9 Excellence	Value for Work
20		16 Spirituality	Humility
21		23 Patriotism	Interdependence
22		30 Integrity	Reliability
23	June	6 Excellence	Leadership
24		13 Spirituality	Conviction
25		20 Patriotism	Freedom
26		27 Integrity	Justice
27	July	4 Excellence	Resourcefulness
28		11 Spirituality	Forgiveness
29		18 Patriotism	Righteousness
30		25 Integrity	Self-Reflection and Analysis
31	August	1 Excellence	Sense of Responsibility
32		8 Spirituality	Prayerfulness
33		15 Patriotism	Courage
34		22 Integrity	Discipline and Order
35		29 Excellence	Perseverance
36	September	5 Spirituality	Charity
37		12 Patriotism	Word of Honor
38		19 Integrity	Trust
39		26 Excellence	Wisdom
40	October	3 Spirituality	Godliness and Holiness
41		10 Patriotism	National Pride
42		17 Integrity	Transparency
43		24 Excellence	Originality
44		31 Spirituality	Reverence and Fear of God
45	November	7 Patriotism	Promotion of Common Good
46		14 Integrity	Respect for Life
47		21 Excellence	Humor and Joyfulness
48		28 Spirituality	Peace
49	December	5 Patriotism	Unity and Fellowship
50		12 Integrity	Taming the Tongue
51		19 Excellence	Thankfulness and Gratefulness
52		26 Spirituality	Praise and Worship



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CSC ACCREDITED LEARNING & DEVELOPMENT INSTITUTE (ALDI)

VRP SCHOOL OF STATESMANSHIP MODULE 1 TRAINING  
July 19 -22, 2022

CONFIRMATION FORM

Delegates:

NAME (Last Name, First Name, Middle Initial)	DESIGNATION	CONTACT NUMBER	EMAIL ADDRESS (please indicate for the online classroom links)

Agency & Region: \_\_\_\_\_

Complete Agency Address: \_\_\_\_\_

Agency Contact Numbers: \_\_\_\_\_

\_\_\_\_\_  
Conforme'

Signature over printed name of Authorized Representative

**Note: Kindly ensure to make all checks/cash payable to:**

Bank: Landbank, Naguilian Road Branch, Baguio City, Philippines  
Account Name: **CRFV Inc.**  
Account Number: **3551-0142-22**

Please send this CONFIRMATION form and a copy of your deposit slip through  
telefax number +63-074-244-5375 or email at [crfv.statesman@gmail.com](mailto:crfv.statesman@gmail.com).