

ADVISORY No. 12 s. 2024

January 10, 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 2024 HURIS LEADERSHIP DEVELOPMENT PROGRAM**

Human Resource and Innovations and Solutions, Inc. (HURIS) will be conducting a Leadership Development Program this year. Part of their advocacy is to reach out to the Government Sector and impart the best practices and tools to further develop the organization's human capital.

With this, HURIS is inviting you to the leadership training programs. Attached is the schedule and the cost of the registration.

Interested in securing a slot, please reach out to the following contact details and look for Wyona Driz or Daff Correa:

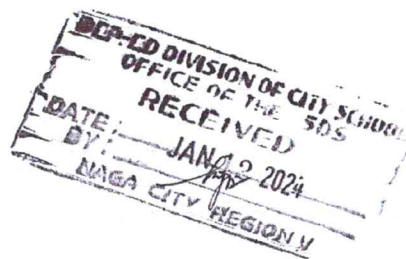
Landline number: (02) 8871-6519  
Mobile numbers: 09451152680 or 09269405476  
Email Address: [cesb.training@huris.com.ph](mailto:cesb.training@huris.com.ph)

Participation is on a voluntary basis only.

For information.



HRDD/smn/mvt  
01/10/2023



Republika ng Pilipinas

**Kagawaran ng Edukasyon**

REHIYON V

**TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA**

January 17, 2024

To: Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
SDO Section/Unit Heads  
Public Elementary and Secondary School Heads  
All Others Concerned

For information.

**SUSAN S. COLLANO CESO V**  
Schools Division Superintendent

DM 31, s. 2019 Rider Rev. 01



☐ Roxas Avenue, Brgy. Triangulo, Naga City, Camarines Sur

☎ 0981 630 0070

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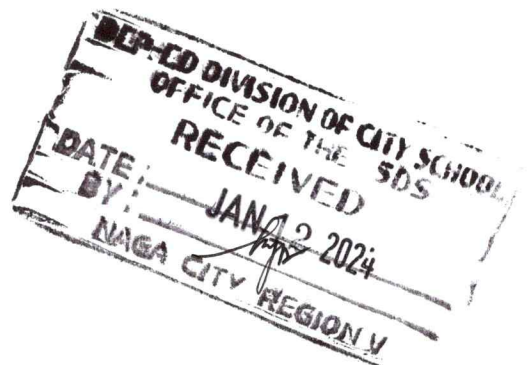
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HRDD/smn/mvt  
01/10/2023

23122105  
18 JAN 2024

DEPED V BICOL REGION

**From:** HURIS CSC-Accredited Courses <huriscscaccreditedcourses@gmail.com>  
**Sent:** Wednesday, 6 December 2023 12:18 pm  
**Subject:** HURIS 2024 Leadership Development Courses Invitation  
**Attachments:** N\_2024 HURIS Leadership Development Programs Invitation Hybrid.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. With this, we are pleased to invite you to the Leadership Development Programs to be conducted by **HUMAN RESOURCE INNOVATIONS AND SOLUTIONS, INC. (HURIS)**.

<b>Thinking Out-of-the-Box: Embracing Innovative Leadership</b>  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.	February 22-23, 2024 9:00AM-5:00PM 16 hours  8 hours / day  Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City
<b>Managerial Leadership</b>  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	February 28-29, 2024 9:00AM-5:00PM 16 hours  8 hours / day  Php 17,920.00 VAT Inclusive Astoria Plaza Hotel, Pasig City
<b>Strategic Decision Making</b>  Learn how to assess complex situations, analyze problems, and manage risks. This will allow participants to be able to recommend decisions, which creates strategic actions that help meet objectives.	March 7-8, 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>  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.  23122105 18 JAN 2024	March 14-15, 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>Building Powerful Teams</b>  Develop your team’s ability to better define objectives and goals, solve problems, resolve conflicts and trust one another’s contributions using	March 21-22, 2024 9:00AM-5:00PM 16 hours  8 hours/day  <b>Onsite:</b> Php 17,920.00 VAT Inclusive



<p>leadership and teamwork frameworks and best practices through a dynamic mix of available methodologies</p>	<p>Astoria Plaza Hotel, Pasig City</p> <p><b>Online:</b> Php 13,440.00 VAT Inclusive Via Zoom</p>
<p><b>Coaching: Raising Performance to the Next Level</b></p> <p>Understand and apply the different styles of Coaching that are suited for your organization's diverse workforce to help boost employee performance and contribute to achieving your organization's quest for excellence.</p>	<p>April 4-5, 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>Driving Execution</b></p> <p>Learn the art of implementing plans despite the numerous challenges that may arise and be skilled in understanding and coping with the dynamics of change to help you achieve organizational success.</p>	<p>April 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>
<p><b>The New Leadership Styles for the 21<sup>st</sup> Century</b></p> <p>Progressive times calls for progressive Leaders. Gain knowledge on self-mastery, emotional intelligence, and relating EQ skills to effective leadership and success. Learn skills such as coaching, conflict resolution and in handling difficult employees.</p>	<p>April 24-26, 2024 9:00AM-5:00PM 24 hours   8 hours/day</p> <p><b>Onsite:</b> Php 26,880.00 VAT Inclusive Astoria Plaza Hotel, Pasig City</p> <p><b>Online:</b> Php 20,160.00 VAT Inclusive Via Zoom</p>

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 in securing a slot, please reach us at 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)

**Reminders for Onsite Participants:**

1. In compliance with Astoria Plaza Hotel's protocol, fully vaccinated participants shall present to the hotel staff the **Vaccination Card** to certify that they are vaccinated against COVID-19. In the absence of the vaccination card, participants shall present a **negative RT-PCR result** taken within forty-eight (48) hours or a laboratory-based **antigen test with a negative test result**. It should be administered and certified by a healthcare professional in a healthcare facility, laboratory, pharmacy, or other similar establishments within twenty-four (24) hours.
2. Participants shall wear an appropriate face mask during the session.
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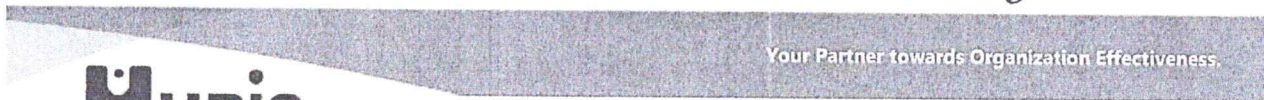
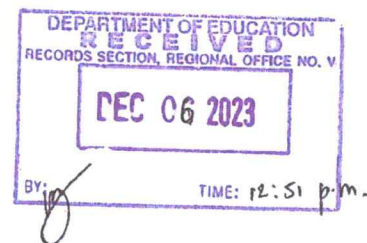
If you should also need a full-length course, specially designed for your institution's needs, we are more than happy to discuss with you to assess your learning needs and design a course for you.

Best Regards,

23122105  
18 JAN 2024

Jeff E. Correa  
Account Associate  
Human Resource Innovations and Solutions, Inc. (HURIS)  
Suite M3 Seven East Capitol Bldg., #7 East Capitol Drive  
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mail: [virtuallearning@huris.com.ph](mailto:virtuallearning@huris.com.ph)

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18 JAN 2024





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.

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### 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

23122105  
18 JAN 2024