



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

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**Division Advisory No. 087, s. 2023**

June 14, 2023

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 SDO Capiz officials, personnel/staff, as well as the concerned public.  
*(Visit [www.depedcapiz.ph](http://www.depedcapiz.ph))*

Attached is an invitation from the **Philippine Information Office Inc** regarding the conduct of a three-day seminar on Understanding Leadership Blueprint which will be held on July 11-13, 2023.

Participation to this activity is voluntary.

For more information and inquiries, please contact:

**JOCEL DE GUZMAN**  
(036)5236242/0905-4168293



**Address:** Banica, Roxas City  
**Contact Number:** (036) 6518 456  
**Email Address:** [capiz@deped.gov.ph](mailto:capiz@deped.gov.ph)  
**Website:** <https://depedcapiz.ph>



# 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 9, 2023

**MR. MIGUEL MAC D. APOSIN**  
Schools Division Superintendent  
DEPED – CAPIZ DIVISION OFFICE  
Roxas City, Capiz

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](mailto: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	NAME	REGISTRATION DATE
242-999-320-000	PHILIPPINE INFORMATION OFFICE INC	01/19/2006

**REGISTERED ADDRESS**  
 UNIT 1505 GLOBAL TOWER BLDG 2029 GEN MACABULOS ST  
 BANGKAL  
 MAKATI CITY 1233

REGISTERED ACTIVITY(IES)	
TAX TYPE	REGISTRATION FEE
INCOME TAX	
TRADE NAME	LINE OF BUSINESS / INDUSTRY
PHILIPPINE INFORMATION OFFICE INC	9199 ACTIVITIES OF OTHER MEMBERSHIP ORGANIZATIONS. N.E.C

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



RDO DRY SEAL

GERRY D. 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

