

RESPONDERS SUPPORT GROUP INC

5F Wylvie Building #125 Kamias Road, Quezon City
Email: info@responsergroup.com.ph
Mobile No: 0968 6411073 / 0928 4481828

January 29, 2026

HON. BENJAMIN D. PARAGAS, PhD
Regional Director
DEPED REGION II (CAGAYAN VALLEY)
Cag. Tuguegarao City, Cagayan Valley

Dear Sir/Madam

The Responders Support Group, Inc. will conduct three (3) schedules of seminar on the following subject matters

1. **Training on Anti-Graft and Corrupt Practices Act and Investigation Procedures and Records Management Handling**
February 26-27, 2026 (Thursday - Friday)
8:00am - 5:00pm
Camelot Hotel #35 Mother Ignacia Ave., Diliman, Quezon City.
2. **Leadership and Management Development, Workload Management and Productivity Tools (for Supervisor and Managers)**
March 11-12, 2026 (Wednesday – Thursday)
8:00 am - 5:00 pm
Camelot Hotel #35 Mother Ignacia Ave., Diliman Quezon City.
3. **Communication & Interpersonal Skills, Strategic Thinking and Handling of Employees**
March 18-19, 2026 (Wednesday – Thursday)
8:00 am - 5:00 pm
Camelot Hotel #35 Mother Ignacia Ave., Diliman Quezon City.

The registration fee shall be paid in cash / check basis amounting to Php 4,000 (live out) or Php 6,000 (live in) per participant payable to Responders Support Group, Inc. This includes the module of the subject matter, lunch, snacks, and certificate of completion.

Slots are limited for this training. Interested participants are encouraged to reserve early. Deadline of reservation is one week before the start of the training.

We hope you will send your representatives to this training.

To confirm your attendance, kindly fill up the registration form and send it to our email: info@responsergroup.com.ph

Truly yours,

BERNARDO B. BOISA
Executive Director

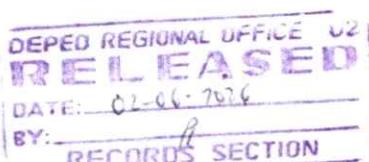
February 5, 2026

To: **Schools Division Superintendents**
All Others Concerned

ADVISORY

For information, dissemination, and appropriate action. Participation is voluntary and upon the approval of the SDS. Attendance must also adhere to the "No Disruption of Classes" policy as stipulated in DepEd Order No. 9, s. 2005.

BENJAMIN D. PARAGAS PhD, CESO III
Director IV/Regional Director



MEMORANDUM	Date: 21012026	Released (Records): <i>Over</i>
To:	<input checked="" type="checkbox"/> PSDS/DICs	<input checked="" type="checkbox"/> Elem/Sec School Heads
	<input checked="" type="checkbox"/> Private Schools	<input checked="" type="checkbox"/> Others:
For:	<input checked="" type="checkbox"/> Information	<input checked="" type="checkbox"/> Dissemination
	<input checked="" type="checkbox"/> Guidance	<input checked="" type="checkbox"/> Strict Compliance
ORLANDO E. MANUEL PhD., CESO V Schools Division Superintendent		
By:	Signature:	
By: <input type="checkbox"/> SDS <input type="checkbox"/> CID Chief <input type="checkbox"/> SGUD Chief <input type="checkbox"/> AO <input type="checkbox"/> Atty		



RESPONDERS SUPPORT GROUP INC

5F Wilvic Building #125 Kamias Road, Quezon City

Email – responderstraining2026@gmail.com

Mobile No. 0968 6411073 ; 0928 4481820

DepEd Regional Office No. 02



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Date Created: 01/29/2026

January 29, 2026

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Regional Director
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Carig, Tuguegarao City, Cagayan Valley



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responderstraining2026@gmail.com

Truly yours,

BERNARDO B. BOISA
Executive Director

Registration Form

1. Training on Anti-Graft and Corrupt Practices Act and Investigation Procedures and Records Management Handling

Class Schedule : Feb 26 -27, 2026
Class Hours : 8:00 am to 5:00 pm
Venue : Camelot Hotel, #35 Mother Ignacia Avenue, Quezon City
Standard Course Fee: Php 4,000 (live out seminar)
Php 6,000.00 (live in seminar one (1) night hotel accommodation)

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. Responders Support Group 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: _____

***If registering individuals exceed five (5), kindly use multiple copies of this registration form.**

AUTHORIZING OFFICER / CONTACT PERSON:

Name: _____ Position: _____
Company Name/Department: _____
Address: _____
Tel / Mobile No. _____ Signature _____
Printed Name _____

POLICIES ON REGISTRATION

1. Standard Registration fee of (**PHP 4,000 live out**) (**6,000 live in**) can be paid during the training day itself or deposit the registration fee under **Responders Support Group Inc.** with **SB (Security Bank) Account No. 00000-25651703**.
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 thru responderstraining2026@gmail.com or call us at Mobile No. 0968 6411073 look for Ms. Lyn to ensure your seat is reserved.

Registration Form

2 Leadership and Management Development, Workload Management and Productivity Tools (for Supervisor and Managers)

Class Schedule : March 11-12, 2026 (Wednesday - Friday)

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Seminar Venue

CAMELOT HOTEL

#35 Mother Ignacia Ave. ~~Diliman~~, Quezon City
(02) 373 2101

LOCATION MAP

