



RESPONDERS SUPPORT GROUP INC

5F Wil-Vic Building #125 Kamias Road, Sikatuna Village, Quezon City, M.M.
Email – responderstraining2026@gmail.com / responders2026@gmail.com
Tel No. 85516287 Mobile No. (0928) 4481820 / 09774289976
FB Page: Responder Support Group Inc

October 02, 2026

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

DepEd Regional Office No. 02



DOC. S. 112 No.
100526005

Created by: Records
Date Created: 10/05/2026

Dear Sir/Madam:

The Responders Support Group Inc will conduct four (3) schedules of seminar on the following Subject matter

- Balancing Privacy and Transparency: Data Protection, Anti Red Tape Act and Freedom of Information in the Government.**
Camelot Hotel, Quezon City
November 4 - 5, 2026 (9:00 AM to 5:00 PM)
- Administrative Accountability in Public Service: A Practical Guide to the 2025 RACCS.**
Camelot Hotel, Quezon City
November 11 - 12, 2026 (9:00 AM to 5:00 PM)
- Integrity in Action: Ethical Conduct, Anti-Corrupt and Administrative Discipline for Government Employees.**
Camelot Hotel, Quezon City
November 24 - 25, 2026 (9:00 AM to 5:00 PM)

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

We would appreciate it if you could kindly send your

To confirm your attendance, please feel free to call Shein and kindly email your confirmation to responderstraining2026@gmail.com

We hope for your immediate and positive response

Truly yours,

BERNARDO B. BOISA
Executive Director

MEMORANDUM		Date: 10/07/2026	Released (Records):
To: () PSDS/DICs	() Elem/Sec School Heads		
() Private Schools	() Others:		
For: () Information	() Dissemination		
() Guidance	() Strict Compliance		
-ORLANDO E. MANUEL PhD., CESO V Schools Division Superintendent			
By: ☒ ASDS	☐ CID Chief	☐ SGOD Chief	☐ AO ☐ Atty

October 7, 2026

To: All Schools Division Superintendents
All Others Concerned

For information, dissemination, and appropriate action. For personal professional development of voluntary participants subject to the approval of the SDS. Attendees shall observe 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

HRDD/RDC/eqa





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We would appreciate it if you could kindly send your representative to this training.

To confirm your attendance, please feel free to call us at CP (0977) 428.9976 look for Ms. Shein and kindly email your confirmation of the registration form to responderstraining2026@gmail.com

We hope for your immediate and positive response.

Truly yours,

BERNARDO B. BOISA
Executive Director

Registration Form

1. Balancing Privacy and Transparency: Data Protection, Anti Red Tape Act and Freedom of Information in the Government

Class Schedule : November 4 - 5, 2026
Class Hours : 9:00 AM to 5:00 PM
Venue : Camelot Hotel, #35 Mother Ignacia Avenue, Quezon City
Standard Course Fee: ☐ Php 4,000 Live out
☐ Php 6,000 Live in (1) Night Hotel Accommodation)

Course fee includes class instruction, course materials, certificate of completion, lunch, snack 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 be made before or 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 (2) 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 *responderstraining2026@gmail.com* or call us at Mobile # *0977.4289976* look for Ms. Shein to ensure your seat is reserved.

Registration Form

2. Administrative Accountability in Public Service: A Practical Guide to the 2025 RACCS.

Class Schedule : November 11 - 12, 2026
Class Hours : 9:00 AM to 5:00 PM
Venue : Camelot Hotel, #35 Mother Ignacia Avenue, Quezon City
Standard Course Fee: ☐ Php 4,000 Live out
☐ Php 6,000 Live in (1) Night Hotel Accommodation)

Course fee includes class instruction, course materials, certificate of completion, lunch, snack 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: _____
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Name of Participants:

6. _____ Position: _____ Email/Mobile: _____
7. _____ Position: _____ Email/Mobile: _____
8. _____ Position: _____ Email/Mobile: _____
9. _____ Position: _____ Email/Mobile: _____
10. _____ 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

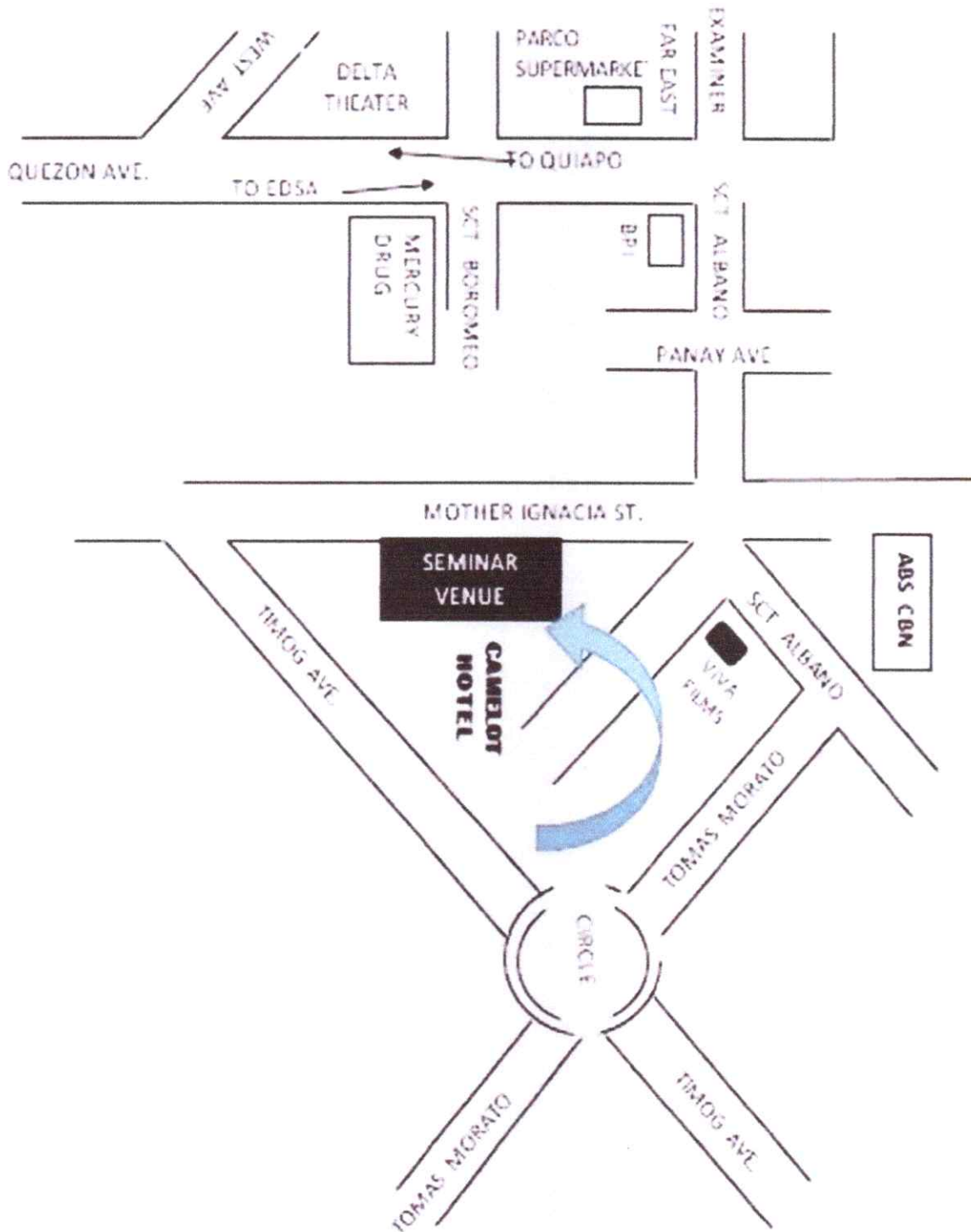
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CAMELOT HOTEL

#35 Mother Ignacia Ave. ~~Diliman~~ Quezon City

(02) 373 2101

LOCATION MAP



EDSA

EDSA

BIR FORM

2303

REVISED: APRIL 2019

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG RENTAS INTERNAS
REVENUE REGION NO. 07A - QUEZON CITY
REVENUE DISTRICT OFFICE NO. 039 - SOUTH QUEZON CITY

OCN: 039RC20220000005144
Date OCN Generated: September 22, 2022

CERTIFICATE OF REGISTRATION

TIN & BRANCH CODE 217-920-658-00000	NAME OF TAXPAYER RESPONDERS SUPPORT GROUP INC	TIN ISSUANCE DATE May 22, 2002
REGISTERING OFFICE	X Head Office	Branch
REGISTERED ADDRESS D & E BLDG 1050 QUEZON AVE PALIGSAHAN 1103 QUEZON CITY NCR, SECOND DISTRICT PHILIPPINES		

TAX TYPES	FORM TYPES	FILING START DATE	FILING FREQUENCY	FILING DUE DATE
REGISTRATION FEE	0605	May 22, 2002	ANNUALLY	On or before the last day of January
CORPORATE INCOME TAX	1702Q	May 22, 2002	QUARTERLY	Within sixty (60) days following the close of each of the first three (3) quarters of the taxable year
CORPORATE INCOME TAX	1702	January 1, 2023	ANNUALLY	On or before the 15th day of the 4th month following the close of the taxpayer's taxable year
TAXPAYER TYPE/S	NON-STOCK NON-PROFIT ORGANIZATIONS (E.G. POLITICAL PARTIES, HOMEOWNERS' ASSOC. BUSINESS LEAGUES, ETC.)			
BUSINESS INFORMATION DETAILS				
			CATEGORY	REGISTRATION DATE
TRADE NAME 1	RESPONDERS SUPPORT GROUP INC.		Primary	May 22, 2002
(PSIC)	94990-ACTIVITIES OF OTHER MEMBERSHIP ORGANIZATIONS, N.E.C.			
Line of Business	ACTIVITIES OF OTHER MEMBERSHIP ORGANIZATIONS			

REMINDERS

1. An annual registration fee shall be paid upon registration and every year thereafter on or before the last day of January, using BIR Form No. 0605.
2. Filing of required tax return/s to conform with the above tax types, whether with or without business operation, to avoid penalties.
3. For new business registrants, application for registration of manual Books of Accounts (B/As) shall be before the deadline for filing of the initial quarterly income tax return or annual income tax return whichever comes earlier, from the date of registration. Registration of new set of manual B/As shall be before its use.
4. Immediately inform the district office in case of transfer/cessation of business and other changes in registration information by filing BIR Form No. 1905.
5. For Self-Employed Individuals (SEI) whose gross sales and/or receipts and other non-operating income does not exceed P3,000,000 and who opted to avail of the 8% income tax rate, the tax type Percentage Tax (PT) shall not be reflected in the Certificate of Registration (COR). However, at the start of each taxable year, such SEI shall be automatically subjected to graduated income tax rates and required to file quarterly percentage tax return (BIR Form No. 2551Q) and option to replace the COR to reflect "PT", unless qualified and opted to avail of the 8% Income tax rate annually.

BIR FORM

2303

REVISED APRIL 2019

REPUBLIKA NG PILIPINAS
KAGAWARAN NG PANANALAPI
KAWANIHAN NG RENTAS INTERNAS
REVENUE REGION NO. 07A - QUEZON CITY
REVENUE DISTRICT OFFICE NO. 039 - SOUTH QUEZON CITY

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REGISTERING OFFICE	☒ Head Office	☐ Branch
REGISTERED ADDRESS D & E BLDG 1050 QUEZON AVE PALIGSAHAN 1103 QUEZON CITY NCR SECOND DISTRICT PHILIPPINES		

 RC SEP 23 2022	I hereby certify that the above named person is registered as indicated above under the provision of the National Internal Revenue Code, as amended.
	JANUARIO M. GIRANG III Asst. Revenue District Officer ANTONINO L. ILAGAN REVENUE DISTRICT OFFICER (Signature over Printed Name)

THIS CERTIFICATE MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS

Replacement Of Lost COR

Kindly deposit your payments with our bank account details below:

Bank Name: Security Bank
Account Name: RESPONDERS SUPPORT GROUP INC
Account Number: 00000-25651703
Branch: Kamias corner Anonas, Quezon City
Cash Number: 09774289976
Account Name: Sheryl Tranquilo

REGISTRATION VIA ONLINE / ZOOM: Php 2,500
We will send the link for the via
ONLINE / ZOOM.

Name:
Position:
Department:
Company:
Adress:
Mobile No.
Viber No:
Email Adress:
Mesenger:

After completing a training, participants often receive a certificate of completion, attendance, or participation to recognize their effort and validate the skills acquired.