



January 27, 2016

Ms. Ellen B. Donato
Director
Department of Education - CAR

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Dear Director Donato:

Greetings from the Civil Service Commission!


The CSC, through its learning and development hub, the Civil Service Institute (CSI), will be conducting its 1st Quarter CSI Leadership Series for 2016 on March 16 from 8:00 a.m. to 5:00 p.m. With the theme, "Servant Leadership", this program aims to inspire government managers and supervisors to reflect on their role, responsibility and purpose as a leader. International and local speakers with exemplary background are invited to share their expertise and experience in this field.



In this regard, we are pleased to invite you and your senior officers preferably holding executive, managerial or division chief positions to this learning and development opportunity. As prescribed in Memorandum Circular (MC) No. 26, s. 2014 and pursuant to CSC Resolution No 1401514 dated October 20, 2014, an amount of P5, 000.00 per participant will be collected to cover training fee, learning kit, and meals during the event. A certificate of completion with a credit of eight (8) training hours on leadership and management will be distributed at the end of the event. Participants are required to register online through csc.gov.ph (training calendar).

For more information, please contact Ms. Angela Isabel C. Arguelles or Mr. Mark Anthony G. Malitan of the CSI at telephone numbers: 931-4182, 931-7935 loc 301-303 and at email address leadership@csi.csc.gov.ph.

Thank you.


Very truly yours,


ARTHUR LUIS P. FLORENTIN
Executive Director IV
Civil Service Institute

 Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet 

To: Schools Division Superintendents
All Divisions

For information and guidance


ELLEN B. DONATO, Ed.D., CESO III
Regional Director

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CSI. Shaping the Servant-Hero towards Public Service Excellence