



MC No. 13, s. 1998

MEMORANDUM CIRCULAR

TO: ALL HEADS OF DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL AND LOCAL GOVERNMENTS, GOVERNMENT-OWNED AND CONTROLLED CORPORATIONS, AND STATE UNIVERSITIES AND COLLEGES

SUBJECT: Training Program on Building Capabilities on Empowerment and Partnership in the Public Sector

The Civil Service Commission and the University of the Philippines - School of Labor and Industrial Relations (UP-SOLAIR) have agreed to jointly conduct the Training Program entitled "**Building Capabilities on Empowerment and Partnership in the Public Sector**".

The training program is in line with the following objectives:

1. To provide the officials and members of employees' associations and management with the necessary tools for collective negotiation agreement;
2. To provide participants with fresh perspectives and skills in facilitating and developing programs and initiatives that will promote employee concerns at the workplace as well as areas of cooperation that will address agency's organizational goals; and
3. To establish networks and linkages between and among employees' associations for future collaboration.

The training program which will run as a three-day course, shall consist of six (6) modules:

1. Empowerment as a Goal and Process
2. Partnership in the Public Sector
3. Best Practices on Management-Employees Relations:
Learning from Experience
4. Modes of Conflict Resolution
5. Principle-Centered Negotiations
6. Planning for the Future

Targeted participants are management officials who are directly responsible for personnel management, officers and members of employees' associations and/or employees representing agency rank-and-file. Interested participants are now being accepted for the first course to be held on May 20 - 22, 1998 at the Bonifacio Hall, University of the Philippines - School of Labor and Industrial Relations (UP-SOLAIR), Diliman, Quezon City. Attendance to this training program shall be on official business.

The training fee is PhP3,500 per participant. This amount is inclusive of registration, food, materials and training kit.

Inquiries may be made at CSC - Human Resource Development Office (Attn: Menchie Bullas or Gemma Lo), Tel. Nos. 931-8019 and 931-8047; Fax: 931-8019 or at UP-SOLAIR (Attn.: Zeny Salas), Tel. Nos. 928-63-96/920-77-17; FAX: 920-77-17.

Agency heads are enjoined to give their full support in order to promote better understanding and working relations between management and rank-and-file employees in the public sector.



JOSE F. ERESTAIN, JR.
Commissioner

29 April 1998
ASCom-F