



Republic of the Philippines
Department of Education
Region VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

Division Advisory No. 029, s. 2023
February 23, 2023

In compliance with DepEd Order No. 8, s. 2013, this advisory is issued not for endorsement per DO 28, S. 2001 but for the information of DepEd officials, personnel/staff, as well as the concerned public.

**2023 PSRTI REGULAR FACE-TO-FACE AND ONLINE
TRAINING COURSE OFFERINGS**

1. This Office disseminates Regional Advisory No. 0038, s. 2023 dated February 15, 2023 titled **2023 PSRTI REGULAR FACE-TO-FACE AND ONLINE TRAINING COURSE OFFERINGS**, contents of which are self-explanatory.
2. For details, refer to the attached enclosures.
3. For the information of all interested and concerned parties.

SGOD/dps



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DepEd RO7 Advisory No. 0038, s. 2023

February 15, 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 Officials, personnel/staff, as well as the concerned public.

Region VII

(Visit <https://region7.gov.ph>)

**2023 PSRTI REGULAR FACE-TO-FACE AND
ONLINE TRAINING COURSE OFFERINGS**

1. This Office hereby disseminates the communication received from JOSEFINA V. ALMEDA, PhD, Executive Director III of the Philippine Statistical Research and Training Institute (PSRTI) inviting personnel to join in the 2023 PSRTI Regular Face-to-Face and Online Training Course Offerings on April to October, 2023 as indicated in the letter of invitation.
2. The communication is attached herewith for reference.
3. Participation of interested parties to this activity is subject to the discretion of the Schools Division Superintendent and to the provisions of DECS Order No. 28, s. 2001 entitled "Prohibiting the Commercialization of DECS organization through Endorsements and Accreditation of Goods and Services" and all other existing DepEd policies, regulations, and ensuring compliance therewith.
4. For the information of all interested and concerned parties.

STJ/CAE/PPRD/BDT/smtc



REPUBLIC OF THE PHILIPPINES
PHILIPPINE STATISTICAL RESEARCH AND TRAINING INSTITUTE

Professional | Service-Oriented | Responsive | Team-Based | Integrity

TDGA-01112023-011
 11 January 2023

Dear Sir/Madam:

Warmest greetings!

The new year always brings a positive note to our agency as we commit ourselves to valued clients and stakeholders in the Philippine Statistical System such as your office.

This 2023, we are again offering a variety of online and face-to-face statistical training courses, all of which are primarily aimed to capacitate government employees in appreciating and understanding the value of statistics in the data-driven decision and policy-making endeavors.

The Regular Training Courses (RTC) will enable participants to comprehend basic statistical analysis applicable to everyday situations. On the other hand, our Customized Training Courses (CTC) use client-agency data incorporated in the lecture notes and workshop sessions, with selected topics fitted to the capability needs of pre-selected participants.

The online courses will be conducted via Zoom®, a video-conferencing application. Face-to-face training courses will be held at our **new office address** on the **15th and 16th Floors, The Upper Class Tower, Quezon Avenue cor. Scout Reyes St., Brgy. Paligsahan, Quezon City.**

Registration for regular training courses is on a first-come, first-served policy. Training courses may be canceled if the minimum number of 15 participants per course is not met. The registration fees per person and type of training are as follows:

| Type of Participant | RTC Registration Fee (per training course) | | |
|--|---|---------------------------|------------|
| | Virtual ¹ | Face-to-Face ² | |
| | | 4 days | 5 days |
| <ul style="list-style-type: none"> Employed in government agencies/offices Students | Php 6,000 | Php 10,500 | Php 12,500 |
| <ul style="list-style-type: none"> Employed in private agencies/offices Private Individual | Php 14,340 | Php 14,740 | Php 16,740 |
| <ul style="list-style-type: none"> International participants/agencies/offices | USD 822 | USD 872 | |

¹ PSRTI continues to subsidize more than 50% of its registration fees to government agencies

² Face-to-face training fees include training kit, packed meals (AM & PM snacks and lunch), USB flash drive with lecture materials, rent for the training room and laptops to be used for the duration of the training course.

NOTE: For customized training courses, costs will be determined after a series of meetings and consultations with requesting agencies.

Payments made to the PSRTI are not subject to withholding tax as per **REVENUE REGULATIONS 04-88 Section a** "...Withholding tax shall not apply on money payments to government agencies ... received in the exercise of its functions." Original, physical copies of the Official Receipt of payment are released upon request, via pick-up on-site at the PSRTI Training Division, or delivered via courier with shipping fees shouldered by the requesting participant.

Payment details, schedule, and further information regarding the regular training courses (virtual and face-to-face) are attached for your easy reference. Meanwhile, requests for customized courses can be directly addressed to Ms. Maria Praxedes R. Peña, Chief Statistical Specialist, Training Division, through her email: pinky.pena@psrti.gov.ph, copy furnished Mr. Stephen Randolph P. Trinidad, Planning Officer II, Office of the Executive Director, through his email: stephen.trinidad@psrti.gov.ph.

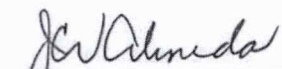


You may visit our official web page <http://psrti.gov.ph> for more information. You may also send your inquiry either through electronic mail to fay.ignacio@psrti.gov.ph and zedric.ganan@psrti.gov.ph or our landlines (+632) 8-929-7543 and (+632) 8-288-4150.

We look forward to seeing you in one of our training courses.

Thank you.

Very truly yours,



JOSEFINA V. ALMEDA, PhD
Executive Director III



2023 PSRTI Regular Face-to-Face Training Course Offerings

| No. | RTC No. | Date | Course Code | Training Course |
|-----|---------|-----------------|-------------|--|
| 1 | RTC-1C | April 25 – 28 | SW 1 | Microsoft Excel for Database Management |
| 2 | RTC-2C | May 9 – 12 | BS 1 | Basic Statistics 1: Descriptive Statistics ¹ |
| 3 | RTC-3C | May 23 – 26 | SW 6 | Data Visualization Using Infographics ¹ |
| 4 | RTC-4C | June 19 – 23 | TWP 1 | Technical Writing Course on Statistical Reports ² |
| 5 | RTC-5C | July 10 – 14 | TWP 2 | Effective Presentation Skills and Techniques ² |
| 6 | RTC-1D | August 8 – 11 | SW 1 | Microsoft Excel for Database Management |
| 7 | RTC-2D | August 22 – 25 | BS 1 | Basic Statistics 1: Descriptive Statistics ¹ |
| 8 | RTC-3D | September 5 – 8 | SW 6 | Data Visualization Using Infographics ¹ |
| 9 | RTC-4D | October 2 – 6 | TWP 1 | Technical Writing Course on Statistical Reports ² |
| 10 | RTC-5D | October 9 – 13 | TWP 2 | Effective Presentation Skills and Techniques ² |

¹ Microsoft Excel® for Data Management (SW1) is a prerequisite to this course.

² Microsoft Excel® for Data Management (SW 1) and Basic Statistics 1: Descriptive Statistics (BS1) are the recommended prerequisites to this course.

Note:

- Regular Face-to-Face Training Courses will be conducted at the PSRTI premises. Participants who will register for these training courses should be fully vaccinated and boosted and shall submit a scanned copy of their vaccination IDs at least one (1) week before the date of the training course. Participants must present any of their government-issued IDs and vaccination IDs upon entry into the PSRTI premises.
- For the course description and outline, you may access the link: <https://psrti.gov.ph/home/training/>

| Type of Participant | 2023 Registration Fees | |
|---|------------------------|-----------------------|
| | 4 days | 5 days |
| <ul style="list-style-type: none"> Employed in government agencies/offices Students | Php 10,500 per person | Php 12,500 per person |
| <ul style="list-style-type: none"> Employed in private agencies/offices Private individuals | Php 14,740 per person | Php 16,740 per person |
| <ul style="list-style-type: none"> International participants/agencies/offices | USD 880 per person | |

Notes:

- Registered participants will be notified of any changes in the schedule.
- Full payment of training fees should be made to the PSRTI. The policy of **No Registration Payment, No Reservation** for each training course applies. A slot will only be considered available and reserved only upon full payment of training fees. **No partial or full refund will be made in case of partial attendance or non-attendance due to the fault of the participant. Further, payments made for a particular training cannot be applied to another training in case of non-attendance by the registered participant.** However, refund of training fees or transfer to another training is allowed if training cancellation is made by the PSRTI.
- Registration fee includes training kit, packed meals (AM & PM snacks and lunch), USB flash drive with lecture materials, and other incidental expenses.



4. Payment to the **PSRTI** is not subject to withholding tax per **Revenue Regulations No. 04-88, Section 3a**, to wit: "Withholding tax shall not apply on money payments to government agencies . . . received in the exercise of its functions."
5. Bank charges when paying by bank transfer should be to the account of the participant. The PSRTI's account details are as follows:

Account name : Philippine Statistical Research and Training Institute
Account number : 0702-1004-96
Name of Bank : Land Bank of the Philippines
Branch : QC Circle Branch
Bank Address : PCA Building, Commonwealth Ave., Quezon City



2023 PSRTI Regular Online Training Course Offerings

| No. | RTC No. | Date | Course Code | Training Course |
|-----|---------|-------------------------|-------------|--|
| 1 | RTC-1A | April 11 – 14 | SW 1 | Microsoft Excel for Database Management |
| 2 | RTC-2A | May 2 – 5 | BS 1 | Basic Statistics 1: Descriptive Statistics ¹ |
| 3 | RTC-3A | May 16 – 19 | SW 6 | Data Visualization Using Infographics ¹ |
| 4 | RTC-4A | May 29 – June 2 | TWP 1 | Technical Writing Course on Statistical Reports ² |
| 5 | RTC-5A | June 5 – 9 | TWP 2 | Effective Presentation Skills and Techniques ² |
| 6 | RTC-1B | August 1 – 4 | SW 1 | Microsoft Excel for Database Management |
| 7 | RTC-2B | August 15 – 18 | BS 1 | Basic Statistics 1: Descriptive Statistics ¹ |
| 8 | RTC-3B | August 29 – September 1 | SW 6 | Data Visualization Using Infographics ¹ |
| 9 | RTC-4B | September 18 – 22 | TWP 1 | Technical Writing Course on Statistical Reports ² |
| 10 | RTC-5B | September 25 – 29 | TWP 2 | Effective Presentation Skills and Techniques ² |

¹ Microsoft Excel® for Data Management (SW1) is a prerequisite to this course.

² Microsoft Excel® for Data Management (SW 1) and Basic Statistics 1: Descriptive Statistics (BS1) are the recommended prerequisites to this course.

Note:

- Regular Training Courses will be conducted using Zoom®. Participants who will register in these training courses should: use their own laptop/desktop with a modest camera; have a strong and stable internet connection with a speed of at least 2 Mbps; and use their headphones/earphones (for better reception) with built-in microphone for the duration of the training.
- For the course description and outline, you may access the link: <https://psrti.gov.ph/home/training/>

| Type of Participant | 2023 Registration Fees |
|---|------------------------|
| <ul style="list-style-type: none"> Employed in government agencies/offices Students | Php 6,000 per person |
| <ul style="list-style-type: none"> Employed in private agencies/offices Private individuals | Php 14,340 per person |
| <ul style="list-style-type: none"> International participants/agencies/offices | USD 822 per person |

Notes:

- Registered participants will be notified of any changes in the schedule.
- Full payment of training fees should be made to the **PSRTI**. The policy of **No Registration Payment, No Reservation** for each training course applies. A slot will only be considered available and reserved only upon full payment of training fees. **No partial or full refund will be made in case of partial attendance or non-attendance due to the fault of the participant. Further, payments made for a particular training cannot be applied to another training in case of non-attendance by the registered participant.** However, refund of training fees or transfer to another training is allowed if training cancellation is made by the PSRTI.
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