



Center for Labor Education, Advocacy,
Research and Development, Inc.
(CLEARED, Inc.)

Invites you to the Seminar – Workshop on:

PROJECT DEVELOPMENT and PROJECT MANAGEMENT

June 8-9, 2010
9:00 am – 5:00 pm
Bonifacio Hall
U.P. SOLAIR
Diliman, Quezon City

CLEARED, Inc.
Room 104, U.P. - SOLAIR
Diliman, Quezon City
Tel. Nos. 928-9206 (CLEARED, Inc.)
Website: www.cleared.com.ph

SEMINAR FEE:

The registration fee for the seminar is Five Thousand Pesos (P 5,000.00)

Which will cover:

- Lunch
- Snacks
- Handouts
- Certificate of Completion

Payment should be made to
CLEARED, Inc.

RESERVATIONS AND INQUIRIES:

Please call
Jerowin or Vhel at telefax
(02) 928-9206

You can also email at
cleared_inc3@yahoo.com

Note:

Seminar reservation is expected. We, however, reserve the right to postpone or cancel the training program as we see fit.

CENTER FOR LABOR EDUCATION, ADVOCACY
RESEARCH AND DEVELOPMENT, INC.
School of Labor and Industrial Relations
University of the Philippines
Diliman, Quezon City, 1101



Planning, organizing, and managing resources bring about the successful completion of specific project goals and objectives. A project is a finite endeavor—having specific start and completion dates—undertaken to create a unique product or service which brings about beneficial change or added value. This finite characteristic of projects stands in sharp contrast to processes, or operations, which are permanent or semi-permanent functional work to repetitively produce the same product or service. In practice, the management of these two systems is often found to be quite different, and as such requires the development of distinct technical skills and the adoption of separate management philosophy, which is the subject of this seminar - workshop.

To assist you in your effective response, The Center for Labor Education, Advocacy, Research and Development (CLEARED, Inc.), a Partner Foundation of the U.P. School of Labor and Industrial Relations (U.P. SOLAIR), is pleased to announce the Seminar-Workshop on:

Project Development and Project Management

June 8-9, 2010

This program was specifically designed for organizations in achieving their project goals and objectives.

PROGRAMME:

Day 1 – June 8, 2010

9:00 – 12:00 NN

Corporate Planning

- > Environmental Scanning, Organizational Assessment and Strategic Planning
- > Corporate Planning and Strategic Options

Prof. Geodicio T. Sison, AB
Dip. In IR (UP Diliman)
MBM (AIM)

1:00 – 5:00 PM

Project Operations Cycle & PERT/CPM

- > Project Development
 - Project Identification, Project Feasibility & Project Financing
- > Project Management
 - Project Organizing, Project Operations & Project Development
- > PERT/CPM, PERT Manpower Planning & PERT Budgeting
 - > Workshop & Presentation of Outputs

Prof. Jorge V. Sibal, BSBA
Dip. In IR, MIR (UP Diliman)

Day 2 – June 9, 2010

9:00 – 5:00 PM

Preparing a Project Proposal and Feasibility Study

- > Project Feasibility and Business Planning
 - Market Study
 - Technical Study
 - Organizational Plan
 - Financial Projections
- > Fund Sourcing
 - > Workshop and Consultation with Resource Speakers
 - > Presentation of Group Outputs

Mr. Alfredo Gula, MBA
Management Consultant
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SEMINAR – WORKSHOP ON: **PROJECT DEVELOPMENT AND PROJECT MANAGEMENT**

June 8-9, 2010

TO: CLEARED, INC./ U.P. SOLAIR Fax Nos.: (+632) 928-9206, 927-8340; telefax (+632)9207717

We are interested in attending this seminar/program, Please consider this as our reservation/confirmation.

Name: 1) _____
 2) _____
 3) _____
 4) _____
 Organization/Company: _____
 Fax No.: _____
 Sender: _____

RESERVATION/CONFIRMATION SLIP