



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

A Partner Foundation of University of the Philippines
School of Labor and Industrial Relations (U.P.-SOLAIR)

Invites you to the:

SELF-ENRICHMENT WORKSHOP

**June 22-23, 2010
Bonifacio Hall
U.P. - SOLAIR
Diliman, Quezon City**

CLEARED, Inc.
Room 104, U.P. - SOLAIR
Diliman, Quezon City
Tel. Nos. 927-8340, 920-7717 (UP SOLAIR)
928-9206 (CLEARED, Inc.)
Fax: 927-8340, 920-7717 & 928-9206
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.

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Room 104, U.P. - SOLAIR
Diliman, Quezon City, 1101



The Center for Labor Education, Advocacy, Research and Development, Inc. (CLEARED, Inc.) is pleased to announce its :

SELF-ENRICHMENT WORKSHOP

Topic Outline:

Day 1

MODULE I: The Employee (Know thyself)

- Personality
- Needs and Motivation (affiliation, power, achievement, etc.)
- Values (norms, mores, traditions, culture)
- Behavioral Manifestations (traits, characteristics)
- Defense Mechanisms

MODULE II: The Employee and his Environment

- The Significant Others (family, loved ones)
- The Organization-at-large (understanding organizational dynamics)
- Subordinates (leadership style)
- Superior/Boss (leadership style)
- Co-workers/Peers (interpersonal relations)

Day 2

MODULE III: Conflict and Conflict Management

- Nature of Conflict, Its Consequences
- Stress Manifestations (aggression, loss of productivity, physiological)
- Coping strategies (3 As – Alter, Avoid, Accept)
- The Role of Communication (analyzing transactions in various ego states)
- What the Individual Can Do for Himself (stress inoculation)
- What the Organization Can Do for the Employees (quality of work-life or wellness programs, corporate communication, culture modification, human resource management interventions)

SEMINAR - WORKSHOP ON: SELF-ENRICHMENT

RESERVATION/CONFIRMATION SLIP

June 22-23, 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) _____
 Nickname: _____
 Nickname: _____
 Nickname: _____
 Organization/Company: _____
 Tel No/s.: _____
 e mail address: _____
 Sender: _____
 Position: _____
 Mobile Phone #: _____