FOR : ALL PARTICIPATING RURAL BANKS

SUBJECT : CIRCULAR LETTER : BASIC COURSE ON CORPORATE GOVERNANCE FOR BANK DIRECTORS

The Rural Bankers Association of the Philippines (RBAP), and Rural Bankers' Research and Development Foundation, Inc. (RBRDFI) through the Aklan Federation of Rural Banks (AFRB) is pleased to announce that it will conduct the seminar-workshop described below as part of its continuing strategy to strengthen the rural banking industry:

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<tr>
<th>Course Title</th>
<th>Training Venue</th>
<th>Date and Duration</th>
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<tr>
<td>Basic Course on Corporate Governance For Rural Bank Directors</td>
<td>Ati-Atihan Festival Hostel, 19 Martyrs St., Kalibo, Aklan</td>
<td>September 5-6, 2013 (Thursday-Friday)</td>
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<td>2 days (8:30AM-5:00PM)</td>
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Pursuant to the following BSP Circulars
a) Cir. No. 296 prescribing the minimum qualifications of a bank director, a director ‘must have attended a special seminar for board of directors conducted or accredited by BSP...That incumbent directors as well as those who will be elected...must attend said seminar within a period of six (6) months...from the date of their election,

b) Circulars No. 749 and 757 sets new guidelines in strengthening the Corporate Governance in Financial Institutions”.
Registration Fee

a) Early bird rate of Four Thousand Five Hundred Pesos only (P4,500.00)/ per registrant on or before August 23, 2013

b) Four Thousand Nine Hundred Pesos only (P4,900.00)/ per registrant after August 23, 2013.

Training Policies:

1. Deadline for submission of registration is not later than September 2, 2013.

2. A Non-Refundable commitment fee of P2,450.00 per participant. Payments can be remitted to the Aklan Federation of Rural Banks c/o Rural Bank of Malinao (Aklan), Inc. R.A. Building, 19 Martyrs St., Kalibo, Aklan. Check payments, should be payable to Aklan Federation of Rural Banks (AFRB).

3. Reservation via telephone conversation is accepted. However, Registration Form and fee must be settled 10 days prior the seminar date or August 23, 2013. Otherwise, reservation is considered cancelled.

4. Cancellation Policy: -
   a) 10 days prior the seminar date is entitled for a full refund. *Regular Rate only
   b) 3 days prior to the seminar date is entitled for a half refund * Regular Rate only
   c) Participants who have paid but failed to show up for the seminar will only be entitled to a rebate of 50% of the total registration fee. (Regular Rate only)
   d) For special cases (health, accident etc.), kindly coordinate with AFRB staff for refund procedures and requirements.

Please note that this is a live-out seminar.

Thank you very much.
CONFRIMATION SHEET

BASIC COURSE ON CORPORATE GOVERNANCE FOR BANK DIRECTORS

September 5-6, 2013 (Thursday-Friday)
Ati-Atihan Festival Hostel, 19 Martyrs St., Kalibo, Aklan

For your reservation, please coordinate to AFRB Secretariat Ms. Irene Q. Cawaling
Contact details: (036) 268-2799, 500-7388; 09177235874
Email : bancomalinao@yahoo.com

We are sending the following participants:

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<th>Name</th>
<th>Designation</th>
<th>Nick-name</th>
<th>Degree and Year Graduated</th>
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(Printed Name and Signature) Date:_______________________________

Designation:__________________________ Rural Bank : __________________________
Telephone:__________________________ Province : __________________________
Mobilephone:________________________ Address : __________________________
Email address: ______________________