

POVERTY ACTION CENTER
MICROFINANCE
BOOT CAMP
SEPTEMBER 9-10, 2010. 8.30AM-5.00PM
EMR CENTER, KORONADAL CITY



In line with the Poverty Action Center's commitment to increase the outreach of microfinance institutions to low-income markets, we are offering training opportunities that will enhance the MFI's operations and financial performance.

Available Courses

Human Resource Management

Effective human resource management ensures that the MFI has staff who are productive, efficient and effective.

The course provides an introduction to human resource planning and will address the key functions of the HR Unit – recruitment and hiring, staff development, performance appraisal, integration and separation.

Who Should Attend: CEOs, Presidents, General Managers, Managing Directors, Administrators, Office Managers, Supervisors and Officers

Portfolio and Operational Risk Management: Preventive and Remedial Measures Against Delinquency

Learn the fundamental principles in managing your portfolio to guard your income-generating asset against delinquency from MICRA Philippines' Executive Director Ernie Gementera.

The two-day course will start with the basics of delinquency and how it occurs. It will also identify the necessary steps your organization must take to prevent collection and repayment problems. Credit granting related risk factors would also be covered.

Microfinance institutions already suffering from poor portfolio quality will benefit from the discussions on how to address delinquency and alternative remedies to help you recover and prevent further losses.

Who should attend: Managers, supervisors and credit/loan officers
Resource Person: Mr. Ernesto Gementera

REGISTRATION FEE: P2,500*

NOTE: MICRA Philippines reserves the right to cancel the course if the minimum number of 25 participants per course is not reached.

*Nett of tax and bank charges. The registration fee will cover lunch, snacks and training kit.

Participants can pay either through check or bank transfers.

For check payments: Please make check payable to MICRA Philippines Foundation, Inc. to Unit 603 Vicente Madrigal Building Ayala Avenue, Makati City, Philippines.

For bank transfers: Account name: MICRA Philippines Foundation, Inc. Bank Name & Branch: Union Bank Ayala Branch. Bank Account Number 002080003167.

Deadline for Registration: August 27, 2010, Friday

REGISTRATION FORM	
NAME	
COMPANY/ORGANIZATION	
JOB TITLE	
OFFICE ADDRESS	
TELEPHONE NUMBER	FAX NUMBER
MOBILE NUMBER	EMAIL ADDRESS
Please select the course you are attending: <input type="checkbox"/> Human Resource Management <input type="checkbox"/> Portfolio Management: Preventive and Remedial Measure Against Delinquency	
SIGNATURE	DATE
TO CONFIRM YOUR PARTICIPATION, PLEASE FAX THIS FORM TO (02) 893-7505 OR (02) 893-8363 LOCAL 213. YOU MAY ALSO REGISTER ONLINE AT WWW.MICRA-PHIL.ORG.	