

Dasmarinas Village Association Inc.

1417 Campanilla Street, Dasmarinas Village

Tel. No. 817-3316; Fax No. 810-2795

D.V.A. CIRCULAR NO. 20-02

July 17, 2002

HOME SKILLS TRAINING COURSE

Dasmarinas Village Association Inc. is pleased to launch a project – HOME SKILLS TRAINING COURSE.

The program aims to provide our housekeepers with knowledge and enhance their skills on aspects of their work at home and instill in them values that help them carry out their jobs with greater sense of professionalism – thus upgrading the quality of service rendered to our families.

It consists of lectures and practical activities to be conducted for 10 meetings starting **August 7 to September 22, from 2:00 - 4:30 P.M.** at the Dasmarinas Pavillon. Please refer to the annex for the program content.

The course will be conducted by the Foundation for Professional Training Inc., under the auspices of the **Dalarayan Development Board**, its volunteer group engaged in women-in-development educational projects.

A maximum of **40 housekeepers** will be admitted to the program on a first-come-first-served basis. A slot may be transferable to another housekeeper in the same household. However, a participant may only receive a certificate of attendance for completion of at least 70% of the classes.

The program costs P2,500.00 for 10 meetings to include ingredients and handouts. We are happy to inform you that the DVA will sponsor 50% of these fees. So you will only have to pay P1,250.00 per housekeeper.

For more information please contact Mrs. Oying Rafael at tel. no. 817-3316. We look forward to your participation in the program. Below is a reservation slip – please fill in and return to us soonest, together with your payment.



ISABEL CARO WILSON
President



CHARLIE P. GATMAITAN
Chairman
Community Affairs Committee

Reservation Slip

To: Dasmarinas Village Association Inc.
1417 Campanilla Street

I am sending my housekeeper/s to attend your Home Skills Training Course:

Name of Participant/s

Name of Employer : _____ Tel. No.: _____
Address: _____ Enclosed is the amount of P _____

Signature of Employer