



**BAIPHIL** cordially invites you to the Seminar on:

## **Overview of the Outsourcing Framework**

### **Knowing the essentials when Outsourcing**

#### **Speaker:**

**Mr. Kama Neson Ganeson**

#### **Course Outline:**

- I. Overview of Outsourcing Framework**
- II. Phases of Outsourcing**
  1. **Assess** : Business Case Mapping, Process and Scope of Outsourcing, Deal Structuring, Vendor Management, Technology and Tools, Location Management
  2. **Prepare** : Process and Scoping, Deal Structuring, Vendor Management, People Management, Operating Model, Taxation
  3. **Evaluate** : Deal Structuring, Vendor Management, Change Request Management, Location and Estate Management, Project Management
  4. **Commit** : Value, Deal Structuring, Vendor Management, People, Operating Model, Transition and Transformation Planning
  5. **Transition and Transform** : Value, Process, Vendor Management, People, Operating Model, Transition and Transformation planning
  6. **Optimize** : Business Case, Process & Scope, Deal Structuring, Vendor Management, Operating Model, Technology and Tools

#### **Schedule:**

**October 15, 2019 (Tuesday); 8:30 A.M. to 5:00 P.M.**

#### **Venue:**

**Dusit Thani Manila, Ayala Center, Makati City.**

## Registration:

Please complete the Registration Form below and send it to [training@baiphil.org](mailto:training@baiphil.org) or fax to (02)853-0889. Registration form received will serve as notice for reservation only.

### Registration Form:

Full Name : \_\_\_\_\_  
First Name
M.I
Surname

Nick Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone no.: \_\_\_\_\_ Cellphone no.: \_\_\_\_\_

Designation: \_\_\_\_\_

Department: \_\_\_\_\_

Sponsoring Bank/ Institution: \_\_\_\_\_

#### For Department/Group Head

**Purpose for Nomination** (please check appropriate box)

Highly Related to nominee's job

Has not attended any seminar for the past \_\_\_\_ years

Has not attended seminar at all.

Others, please specify

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**REMARKS** (on nominees specific & immediate training needs, potentials, etc.)

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Signature of Nominee:

\_\_\_\_\_

Signature Over Printed Name

Recommended by:

\_\_\_\_\_

Signature Over Printed Name

## Registration Dues:

**Php4,500.00 / participant for Member Banks**

**Php5,000.00 / participant for Non-Member Banks**

(Inclusive of AM/PM Snacks, Lunch, Certificate of Attendance and materials)

## Payment Options:

- Deposit thru our Bank Account:

Account Name: Bankers Institute of the Philippines, Inc.

Name of Bank : Bank of Commerce – Dela Costa/Alfaro Rd.. Br.

Acct. No. : 101-00-004876-4

Please fax or email the deposit slip and indicate the name of your bank, participants and seminar to be attended

- Bring Check Payment on the day of Seminar. (Check payable to Bankers Institute of the Philippines, Inc. or BAIPHIL)
- Deliver check payment to BAIPHIL Office at Unit 2103, 21<sup>st</sup> Floor, The Peak Tower, #107 L.P. Leviste Street, Salcedo Village, Makati City.

Payment should be made on or before the seminar date payable to Bankers Institute of the Philippines, Inc. (BAIPHIL). NO PAYMENT IN CASH DURING THE SEMINAR DAY.

For inquiries, please call the BAIPHIL Secretariat at (02) 853-4457 or 519-2433.

Registration form may be reproduced, and fax at no. (02) 853-0889 or e-mail at: [training@baiphil.org](mailto:training@baiphil.org)

## Cancellation Guidelines:

**Deadline of Submission of Registration** is October 8, 2019 (Tuesday)

BAIPHIL reserves the right to cancel programs due to low turn-out of registration, illness of resource speaker, inclement weather or unforeseen events. As such, participants to the program or their HR representatives will be advised either through e-mail or by phone, at least five working days prior to the learning event otherwise same shall be billed accordingly.

BAIPHIL is responsible only for the full refund of the registration fee but not for the transportation expense of the participants who have booked their travel in advance.

Should a participant decide to cancel his/her registration, he/she may opt for a refund or transfer his/her participation in the program to another colleague by sending in writing his cancellation or transfer notice to BAIPHIL. A 100% refund or transfer will be made if the advice is received within five working days before the seminar run.