



LEAGUE OF CITIES OF THE PHILIPPINES

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URL: <http://www.lcp.org.ph>

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CIELO KRISSEL B. LAGMAN-LUISTRO
Focal Mayor for Education

JOSEPH S. TAN
Focal Mayor for Infrastructure Development

LINA O. MONTILLA
Focal Mayor for Gender and Development

Reference No. (2017-02-13)

MEMORANDUM

FOR : THE HONORABLE CITY MAYORS

DATE : February 13, 2017

SUBJECT: 13TH CBMS- PHILIPPINES NATIONAL CONFERENCE on MARCH 1- 3, 2017 at CROWNE PLAZA MANILA GALLERIA, ORTIGAS AVE., QUEZON CITY

The 13th Community Based Monitoring System (CBMS) – Philippine National Conference will be held on **March 1 – 3, 2017, 8:00 AM – 6:00 PM** at the **Ballroom of Crowne Plaza Manila Galleria Ortigas Ave., Corner ADB Ave., Quezon City, Philippines**. The three-day conference will gather partners and stakeholders from national and local government units, non- government organizations, and academic and development partner agencies to discuss good practices and strategies for various challenges in local planning and budgeting, poverty monitoring, disaster- risk reduction management and climate change adaptation and impact- monitoring through the use of the CBMS.

The **live- out registration package is Php 5, 500/NETT/person**. This includes conference registration fee, snacks and lunch for the 3-day conference, and conference kit. Participants are expected to arrange and pay for their own hotel accommodation, breakfast and dinner arrangements.

For **live- in registration package**, please refer to **Annex “A”** for details on individual or group registration rates.

Payment of conference registration fee can be made in cash, check deposit or electronic fund transfer through the following bank details:

Account Name: DE LA SALLE UNIVERSITY

Account Number: 120- 1147119

Account Type: Peso – Savings Account

Bank Name: UNITED COCONUT PLANTERS BANK

Should you have further inquiries about the conference, please do not hesitate to coordinate with the CBMS Secretariat through (02) 526- 2067 or 2305- 100 loc. 2461 or via email at cbms.network@gmail.com or cbms@benilde.edu.ph.



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For further updates on the conference program and logistical arrangements, you may also visit the CBMS website at <http://www.pep-net.org/events/event/article/13th-cbms-philippines-national-conference/> or you may get in touch with Ms. Veronica Hitosis of League of Cities of the Philippines Secretariat at telephone no. 470- 6813 or 470- 6837 or mobile no. 0917- 8169- 546.

For your kind information.

Thank you.

Very truly yours,



ATTY. SHEREEN GAIL C. YU- PAMINTUAN
Executive Director

ANNEX "A"

13th CBMS Philippines National Conference: March 1-3, 2017

Updated as of November 25, 2016

LIVE-IN CONFERENCE FEES PACKAGE			RATE (IN PESO)
3 DAYS AND 2 NIGHTS ACCOMMODATION (Holiday Inn Manila Galleria)- Includes hotel and conference registration fee			
1	Single Room Occupancy (Single or 1 person registration)		
	Check in on Mar 1 and Check out on March 3. Standard check in time is 3:00 pm while check out time is 12:00 noon.		
	Standard additional hotel fees apply for early and/or late check out arrangements		
	TOTAL REGISTRATION FEE (Per Person)-LIVE IN		15,500
2	Twin Room Occupancy (For every 2 participants registered)		
	Check in on Mar 1 and Check out on March 3. Standard check in time is 3:00 pm while check out time is 12:00 noon.		
	Standard additional hotel fees apply for early and/or late check out arrangements		
	TOTAL REGISTRATION FEE (Per Person)-LIVE IN		11,000
3	Triple Room Occupancy (For every 3 participants registered)		
	Check in on Mar 1 and Check out on March 3. Standard check in time is 3:00 pm while check out time is 12:00 noon.		
	Standard additional hotel fees apply for early and/or late check out arrangements		
	TOTAL REGISTRATION FEE (Per Person)-LIVE IN		9,833
4	Quadruple Room Occupancy -with 2 Queen beds (For every 4 participants registered)		
	Check in on Mar 1 and Check out on March 3. Standard check in time is 3:00 pm while check out time is 12:00 noon.		
	Standard additional hotel fees apply for early and/or late check out arrangements		
	TOTAL REGISTRATION FEE (Per Person)-LIVE IN		9,250
4 DAYS AND 3 NIGHTS ACCOMMODATION (Holiday Inn Manila Galleria)- Includes hotel and conference registration fee			
1	Single Room Occupancy (Single or 1 person registration)		
	Option 1: Check in on Feb 28 and Check out March 3		
	Option 2: Check in on Mar 1 and Check out on Mar 4		
	Standard check in time is 3:00 pm while check out time is 12:00 noon.		
	Standard additional hotel fees apply for early and/or late check out arrangements		
	TOTAL REGISTRATION FEE (Per Person)-LIVE IN		20,500
2	Twin Room Occupancy (For every 2 participants registered)		
	Option 1: Check in on Feb 28 and Check out March 3		
	Option 2: Check in on Mar 1 and Check out on Mar 4		
	Standard check in time is 3:00 pm while check out time is 12:00 noon.		
	Standard additional hotel fees apply for early and/or late check out arrangements		
	TOTAL REGISTRATION FEE (Per Person)-LIVE IN		13,750
3	Triple Room Occupancy (For every 3 participants registered)		
	Option 1: Check in on Feb 28 and Check out March 3		
	Option 2: Check in on Mar 1 and Check out on Mar 4		
	Standard check in time is 3:00 pm while check out time is 12:00 noon.		
	Standard additional hotel fees apply for early and/or late check out arrangements		
	TOTAL REGISTRATION FEE (Per Person)-LIVE IN		12,000
4	Quadruple Room Occupancy -with 2 Queen beds (For every 4 participants registered)		
	Option 1: Check in on Feb 28 and Check out March 3		
	Option 2: Check in on Mar 1 and Check out on Mar 4		
	Standard check in time is 3:00 pm while check out time is 12:00 noon.		
	Standard additional hotel fees apply for early and/or late check out arrangements		
	TOTAL REGISTRATION FEE (Per Person)-LIVE IN		11,125

5 DAYS AND 4 NIGHTS ACCOMMODATION (Holiday Inn Manila Galleria)- Includes hotel and conference registration fee			
1	Single Room Occupancy (Single or 1 person registration)		
	<i>Check in on Feb 28 and Check out on March 4. Standard check in time is 3:00 pm while check out time is 12:00 noon.</i>		
	<i>Standard additional hotel fees apply for early and/or late check out arrangements</i>		
	TOTAL REGISTRATION FEE (Per Person)-LIVE IN		25,500
2	Twin Room Occupancy (For every 2 participants registered)		
	<i>Check in on Feb 28 and Check out on March 4. Standard check in time is 3:00 pm while check out time is 12:00 noon.</i>		
	<i>Standard additional hotel fees apply for early and/or late check out arrangements</i>		
	TOTAL REGISTRATION FEE (Per Person)-LIVE IN		16,500
3	Triple Room Occupancy (For every 3 participants registered)		
	<i>Check in on Feb 28 and Check out on March 4. Standard check in time is 3:00 pm while check out time is 12:00 noon.</i>		
	<i>Standard additional hotel fees apply for early and/or late check out arrangements</i>		
	TOTAL REGISTRATION FEE (Per Person)-LIVE IN		14,167
4	Quadruple Room Occupancy -with 2 Queen beds (For every 4 participants registered)		
	<i>Check in on Feb 28 and Check out on March 4. Standard check in time is 3:00 pm while check out time is 12:00 noon.</i>		
	<i>Standard additional hotel fees apply for early and/or late check out arrangements</i>		
	TOTAL REGISTRATION FEE (Per Person)-LIVE IN		13,000

NOTES

1. Room rate referred above is special rate by Holiday Inn Manila Galleria for delegates of the 13th CBMS Philippines National Conference. Rate includes buffet breakfast arrangements. Due to limited slots, reservation is on a first come , first served basis.
2. Holiday Inn Manila Galleria is located beside Crowne Plaza Manila Galleria
Request for booking for early check in and late check out is subject to room availability.
3. The size of the room for all accommodation packages provided above is 32sqm.