

# Performance Management System

## Overview

A Performance Management System provides an objective and effective framework to evaluate and enhance the productivity of the workforce. The seminar will provide the knowledge and tools to enable the participant to develop a basic performance management system.

## Objectives

- \* To provide participants with an understanding of the concepts, methodology, and application of Performance Management System (PMS)
- \* To provide awareness on how organizational goals serve the basis for departmental and individual awareness
- \* To learn methods of measuring individual performance

## Who Should Participate

- \* Human resource managers and personnel
- \* Managers
- \* Business owners

## Key Topics

- I. Overview
- II. Rationale for Performance Management
- III. Phases of Performance Management
  - \* Performance Planning
  - \* Performance Coaching
  - \* Evaluation
  - \* Rewards and Career Development
- IV. Performance Appraisal Methods
  - \* Traditional
  - \* Modern
- V. Common Problems Encountered
- VI. Tips for Effective Performance Appraisal
- VII. Performance Measurement Programs
- VIII. Overview of Current Methodologies
  - \* Management by Objective
  - \* Balanced Scorecard

Reserve now! Call us at:

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Sun: 0933-584-7266

Website: [www.businesscoachphil.com](http://www.businesscoachphil.com)



## Time

- \* 9:00 am - 4:00 pm

## Venue

- \* Unit 201 Richbelt Tower,  
17 Annapolis St.,  
Greenhills, San Juan City,  
Metro Manila

## Schedule

- \* Please check our website, or you may call any of our customer representatives.
- \* Schedule may change without prior notice. Please call to confirm. BusinessCoach, Inc. is not liable for any expense incurred by seminar registrant resulting from cancellation of any of our events.

## Seminar Fee

- \* Php 3,000.00 per person (inclusive of snacks, lunch, seminar kit, handouts, certificate of attendance)

## Discount

- \* 10% Discount if FULL AMOUNT is paid at least five (5) banking days before the event.

## Reservation

- \* Please call to register, or use the registration form below. Kindly fill-out, and send to us through fax (727.8860 or 727.5628) or email. You will receive a confirmation within 48 hours.

## Mode of Payment

- \* Deposit payment at Banco de Oro, Savings Account Name: BusinessCoach, Inc. Then kindly fax or email deposit slip (indicate name of participant and seminar title) to confirm reservation.
- \* On-site payment (CASH only)
- \* Company checks are accepted, provided that they are received at least five (5) banking days before the event.

### Register Now! (limited slots available)

Seminar Title \_\_\_\_\_

Date \_\_\_\_\_

Name of Participant \_\_\_\_\_

Nickname \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

TIN \_\_\_\_\_

Contact Person \_\_\_\_\_

Position \_\_\_\_\_

Contact Number \_\_\_\_\_

Fax \_\_\_\_\_

Email Address \_\_\_\_\_

(You may use a separate sheet for additional registrations)

\*Kindly fax to (02) 727.5628 or (02) 727.8860, or email form to [businesscoachphil@gmail.com](mailto:businesscoachphil@gmail.com)