



Announcement No. 15, s. 2018

## ANNOUNCEMENT

**FOR : HEADS OF CONSTITUTIONAL BODIES, DEPARTMENTS, BUREAUS AND AGENCIES OF THE NATIONAL GOVERNMENT, LOCAL GOVERNMENT UNITS, GOVERNMENT-OWNED OR CONTROLLED CORPORATIONS WITH ORIGINAL CHARTERS, AND STATE UNIVERSITIES AND COLLEGES**

**SUBJECT : Managing Records with the Law in Mind**

The Philippine Records Management Association (PRMA), Inc. will hold a live-out seminar-workshop on **"Managing Records with the Law in Mind"** on May 28-30, 2018 at the Hotel H20, Luneta, Manila.

The Course is designed to equip participants with an understanding of the legal framework governing records management. It examines various legislations and regulations both at the national and international levels and their impact on records.

All concerned government employees may participate in the said seminar-workshop. It is discretionary on the part of the agency heads to allow their employees to attend on official/business time, as provided for under CSC Memorandum Circular No. 43, s. 1993.

Attached is the program of activities of the seminar-workshop. For more information, you may coordinate with the **Philippine Records Management Association (PRMA), Inc.** at telefax no. (049) 536-2546 or email at [prma\\_manila@yahoo.com.ph](mailto:prma_manila@yahoo.com.ph) or visit <http://philrecordsmanagement.blogspot.com>.

  
**ALICIA dela ROSA-BALA**  
Chairperson  
27 MAR 2018

Bawat Kawani, Lingkod Bayani



# Philippine Records Management Association, Inc.

Seminar-workshop on

## “MANAGING RECORDS WITH THE LAW IN MIND”

28-30 May 2018

Hotel H<sup>2</sup>O, Luneta, Manila

### PROGRAM OF ACTIVITIES

TIME	DAY 1	DAY 2	DAY 3
0800H	Registration	4.0 FREEDOM OF INFORMATION ACT (Executive Order No. 2, s. 2016): Its Impacts and Demands on Records Management	6.0 THE RULES OF EVIDENCE: IMPLICATIONS TO RECORDS MANAGEMENT
0930H	Opening Ceremonies SEMINAR MECHANICS LEVELING OF EXPECTATIONS		
1000 H	C O F F E E B R E A K		
1030 H	1.0 RECORDS MANAGEMENT AND THE LAW • NATIONAL ARCHIVES ACT OF THE PHILIPPINES OF 2007 (RA9470)	WORKSHOP EXERCISE/OPEN FORUM	MOCK TRIAL/WORKSHOP/ OPEN FORUM
1200 H	L U N C H B R E A K		
1330 H	2.0 NATIONAL CULTURAL HERITAGE ACT OF 2009 (RA10066) AND RECORDS/ ARCHIVES MANAGEMENT	5.0 DATA PRIVACY ACT (RA #10173) AND CHALLENGES TO RECORDS MANAGEMENT	PRMA SNAP-CHAT ON RM ISSUES  DISTRIBUTION OF CERTIFICATES
1500H	C O F F E E B R E A K		
1530H	3.0 LAWS ON DOCUMENT AND INFORMATION SECURITY	WORKSHOP EXERCISE/OPEN FORUM	
1700H	A D J O U R N M E N T		

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Web: <http://philrecordsmanagement.blogspot.com>

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