

Training Program Catalog

Period Covered: August to December 2025

Updated as of 11 August 2025

Date	Time	Training Program Title and Overview	Introductory Training Price (including tax)
August 19, 2025, Tuesday	8:00 a.m. to 12:30 p.m. (GMT+8, Philippines)	<p><u>Navigating Business Compliance in the Philippines: From Registration to Renewal</u></p> <p>Description: This four (4)-hour program offers a practical guide to the essential registration and compliance requirements under Philippine laws for solo entrepreneurs and corporate compliance officers. The program will cover initial registrations with key government agencies such as DTI, SEC, BIR, DOLE, LGU, NPC, SSS, Philhealth, and Pag-IBIG. Participants will also gain clarity on periodic reporting obligations, renewal timelines, and key housekeeping practices to ensure ongoing compliance, whether operating as a sole proprietorship, a partnership, or a corporation.</p> <p>Who Should Attend:</p> <ul style="list-style-type: none"> • Business owners establishing new operations or seeking to regularize operations; • Compliance officers and corporate secretaries; • Administrative personnel handling government filings; and • Professionals seeking to understand local business regulatory requirements. <p>Lecturer: Ma. Kimberly T. Magtoto (Kim) <i>Kim is a corporate and transactional lawyer with more than eight (8) years of experience in private practice and in-house counsel work. She has worked with several reputable law firms based in Ortigas and Makati, Philippines, and served as in-house counsel for one of the largest banks in the Philippines. Her practice covers a broad range of areas, including corporate finance, project finance, construction, data privacy, technology, banking, mergers and acquisitions, general corporate and commercial law, and regulatory compliance.</i></p>	Php1,999.00
September 2, 2025, Tuesday			
September 16, 2025, Tuesday			
October 3, 2025, Friday			
November 11, 2025, Tuesday			
November 28, 2025, Friday			
December 12, 2025, Friday			
August 22, 2025, Friday	8:00 a.m. to 12:30 p.m. (GMT+8, Philippines)	<p><u>Understanding Data Privacy Compliance in the Philippines: From Registration to Implementation</u></p> <p>Description: This four (4)-hour program provides a comprehensive overview of the Data Privacy Act of 2012, its implementing rules and regulations, specific issuances of the National Privacy Commission (NPC), and their practical implications for businesses in the Philippines. The participants will be given an overview of the entire compliance process, from identifying the common business scenarios subject to the data privacy requirements, to registering with the NPC, and implementing systems to protect personal data. Designed for real-world application, this program will equip participants with both legal knowledge and operational strategies to embed data privacy into their daily operations.</p>	Php1,999.00
September 5, 2025, Friday			
September 19, 2025, Friday			

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October 7, 2025, Tuesday		Who Should Attend: <ul style="list-style-type: none"> Business owners; Compliance officers and data protection officers (DPOs); Administrative and other personnel handling personal data; IT and security professionals; and Professionals seeking to understand local business regulatory requirements. Lecturer: Ma. Kimberly T. Magtoto (Kim) <i>Kim is a corporate and transactional lawyer with more than eight (8) years of experience in private practice and in-house counsel work. She has worked with several reputable law firms based in Ortigas and Makati, Philippines, and served as in-house counsel for one of the largest banks in the Philippines. Her practice covers a broad range of areas, including corporate finance, project finance, construction, data privacy, technology, banking, mergers and acquisitions, general corporate and commercial law, and regulatory compliance.</i>	
November 18, 2025, Tuesday			
December 2, 2025, Tuesday			
December 16, 2025, Tuesday			
August 26, 2025, Tuesday	8:00 a.m. to 12:30 p.m. (GMT+8, Philippines)	<u>Contract Fundamentals for Business Success</u> Description: Contracts are the backbone of every business transaction, and understanding how they work is essential for reducing risk and protecting a party's interest. This four (4)-hour program is designed to demystify contracts for business owners and professionals who regularly deal with contracts. Participants will gain a solid understanding of the key parts of a contract, from the standard structure to the clauses that carry the most legal and financial weight. The program will explore the different contracts commonly used across industries. Participants will have a better understanding of the structure, language, and risks involved in contracts, and equip them with practical negotiation skills.	Php1,999.00
September 9, 2025, Tuesday			
September 26, 2025, Friday			
November 4, 2025, Tuesday		Who Should Attend: <ul style="list-style-type: none"> Business owners; Operations, procurement, and administrative personnel; Project managers and department heads; Professionals regularly handling contracts and agreements; and Anyone looking to gain confidence in reading and negotiating contracts. 	
November 21, 2025, Friday			
December 5, 2025, Friday		Lecturer: Ma. Kimberly T. Magtoto (Kim) <i>Kim is a corporate and transactional lawyer with more than eight (8) years of experience in private practice and in-house counsel work. She has worked with several reputable law firms based in Ortigas and Makati, Philippines, and served as in-house counsel for one of the largest banks in the Philippines. Her practice covers a broad range of areas, including corporate finance, project finance, construction, data privacy, technology, banking, mergers and acquisitions, general corporate and commercial law, and regulatory compliance.</i>	
December 19, 2025, Friday			

Date	Time	Training Program Title and Overview	Introductory Training Price (including tax)
August 29, 2025, Friday	8:00 a.m. to 12:30 p.m. (GMT+8, Philippines)	<p><u>Before You Invest: The Conduct of Due Diligence</u></p> <p>Before making any investment, whether in land, a business venture, or company shares, the conduct of thorough due diligence is essential to protect one's capital, minimize risk, and to make informed decisions. This four (4)-hour program aims to provide participants with a practical understanding of how to evaluate investment opportunities across different asset classes, identify red flags, and perform key checks that are critical for sound investment decisions.</p> <p>Who Should Attend:</p> <ul style="list-style-type: none"> • Aspiring and first-time investors; • Business owners planning to expand through acquisitions or partnerships; • Real estate buyers; • Professionals involved in financial planning, asset management, or investment advisory; and • Anyone interested in learning how to protect themselves from high-risk or fraudulent investments. <p>Lecturer: Ma. Kimberly T. Magtoto (Kim) <i>Kim is a corporate and transactional lawyer with more than eight (8) years of experience in private practice and in-house counsel work. She has worked with several reputable law firms based in Ortigas and Makati, Philippines, and served as in-house counsel for one of the largest banks in the Philippines. Her practice covers a broad range of areas, including corporate finance, project finance, construction, data privacy, technology, banking, mergers and acquisitions, general corporate and commercial law, and regulatory compliance.</i></p>	Php1,999.00
September 12, 2025, Friday			
September 30, 2025, Tuesday			
November 7, 2025, Friday			
November 25, 2025, Tuesday			
December 9, 2025, Tuesday			
December 23, 2025, Tuesday			



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1. Fill out the registration form: [TGS Training Program Registration Form](#).
2. **Wait for an email** with payment instructions (via bank transfer or GCash). We will try to get back to you within one (1) business day.
3. **Complete your payment. Email us your proof of payment at admin@thegrowthspringboard.ph. Please DO NOT send your proof of payment to our Facebook or Instagram accounts as those channels can get very busy.**
4. Wait for our email confirmation of your payment within our office hours: Monday-Friday (excluding holidays), 9:00 a.m. to 6:00 p.m. (GMT+8, Philippines).
5. Wait for the Zoom link to the training program. We will send the link to you within three (3) business days prior to the scheduled training program.
6. If you complete the training program, we shall email you a digital copy of your Certificate of Completion (using the name indicated in your registration form) within five (5) business days from the program training date.

If you have any other concerns, please email us at admin@thegrowthspringboard.ph. Learn more about us by visiting <https://thegrowthspringboard.ph>.

See you soon!