Businessmaker® ACADEMY

TRAINING INVITATION

_____
_____
_____

Dear Valued Client,

Greetings from Business Maker Academy, Inc.----a training center for business, finance, human resources & leadership that has served more than 150,000 clients since 2003 and is an accredited learning institution of the Civil Service Commission (CSC) & PHILGEPS.

You are cordially invited you to attend our training program on:

ETHICAL LEADERSHIP

Date: _____
Time: _____

Attached below are the Registration Form & the Course Brochure. We look forward to a fun and rewarding learning experience with you. Feel free to contact us for any questions or clarifications.

Thank you very much,
BMA Management

REGISTRATION FORM

Please submit via: Email to info@businessmaker-academy.com | Viber: (0912) 2231826

Booking Officer Name: _____
Position: _____
Company: _____
Company TIN: _____
Industry: _____
Tel No: _____
Cel No: _____
Email Address: _____

Total Number Attendee(s) for Enrollment: _____
Note: Please indicate full name below:

Attendee 1: _____
Cel No: _____
Email Address: _____

Attendee 2: _____
Cel No: _____
Email Address: _____

Attendee 3: _____
Cel No: _____
Email Address: _____

Attendee 4: _____
Cel No: _____
Email Address: _____

Attendee 5: _____
Cel No: _____
Email Address: _____
(More than 5 participants, pls attach extra sheet)

Would you like to request for billing statement? ☐ Yes ☐ No
How did you find us? _____
Use Promo Code: _____

ENROLLMENT DETAILS

SCHEDULE:
- Pls visit https://businessmaker-academy.com/training-schedule/

WEBINAR:
- Duration: 1 session x 4 hrs.
- Time: AM Sched: 8:30am to 12:30pm
  PM Sched: 1:30 to 5:30 pm
- Venue: Zoom

SEMINAR:
- Duration: 1 day x 8 hrs
- Time: 9am to 5pm
- Venue 1606B & 1607A West, Tektite Towers, Exchange Rd., Ortigas Center, Pasig City Philippines

TRAINING FEE:
- Webinar Fee = Php 2250+VAT
- Seminar Fee = Php 4250+VAT

MODE OF PAYMENT:
☐ Bank Deposit:
Account: Business Maker Academy, Inc.
BPI SA# 4013-0306-64
BDO SA# 000-280-622-422
Landbank CA# 3732114830
☐ Paypal: pls contact us
☐ Dragonpay: pls contact us
☐ Gcash: pls use QR code below



BUSINESSMAKER ACADEMY & HR CLUB PHILIPPINES
Suites 1606B & 1607A, 16th Floor, West, Tektite Towers, Exchange Road, Ortigas Center, Pasig City, Philippines
Tel: +632 86874645, +632 86873416 ▪ Cel (0917) 6372471, (0912) 2231826 ▪ info@businessmaker-academy.com
www.businessmaker-academy.com ▪ www.hrclubphilippines.com

Businessmaker® ACADEMY

TRAINING INVITATION



ETHICAL LEADERSHIP

"From Knowing What Is Right to Becoming a Leader of Integrity"

Seminar: 1 day x 8 hrs. (total of 8 hrs)
Webinar: 1 session x 4 hrs. (total of 4 hrs)

COURSE DESCRIPTION:

Ethical leadership is demonstrated not only by knowing ethical principles, but by applying sound judgment and acting with integrity when workplace decisions are difficult. Through guided inquiry, realistic workplace dilemmas, stakeholder analysis, reflective exercises, and decision practice, participants examine the values, assumptions, pressures, and rationalizations that influence leadership choices. They practice evaluating competing considerations, explaining their reasoning, communicating difficult decisions, and taking responsibility for their actions.

WHO SHOULD ATTEND:

Managers, supervisors, team leaders, project leaders, emerging leaders, and professionals whose decisions affect employees, customers, partners, or other stakeholders and who want to strengthen ethical judgment and responsible workplace conduct.

LEARNING OBJECTIVES:

By the end of this course, the participants shall be able to:

1. Identify values, assumptions, pressures, and common rationalizations that can influence ethical leadership decisions.
2. Distinguish facts from assumptions, identify relevant stakeholders and competing considerations,
   and describe potential impacts.
3. Analyze a workplace dilemma using a structured process that examines information, options, principles, consequences, and uncertainty.
4. Formulate and explain a reasoned course of action demonstrating integrity, fairness, respect, responsibility, and accountability.
5. Practice communicating an ethically difficult decision or concern clearly, respectfully, and responsibly.
6. Develop a specific, observable personal action commitment to strengthen ethical leadership behavior in the workplace.

COURSE TOPIC HIGHLIGHTS:

1. Ethical leadership: values, judgment & conduct
2. Values in action: intention versus impact
3. Ethical blind spots, rationalizations, social pressure, and self-interest
4. Personal reflection on situations that test integrity
5. Investigating Ethical Dilemmas
6. Recognizing ethical issues in routine work decisions
7. Separating facts, assumptions, interpretations, and unanswered questions
8. Identifying stakeholders, competing values, duties, and potential harms
9. Considering cultural context without excusing misconduct
10. Making and Defending Ethical Decisions
11. Generate alternatives and examine short- and long-term consequences
12. Case analysis and peer challenge: what makes a decision defensible?
13. Setting clear objectives and accountability measures
14. Leveraging strengths and managing roles

TRAINING INCLUSIONS:

- Live Webinars are conducted via Zoom and includes eCertificate of Completion. Printed Certificates may be requested with minimal processing fee of Php100 plus shipping fee.
- Live Seminars are conducted at BMA Training Center and includes: Certificate of Completion, Seminar Kit, Meals and Drinks. Plus: non-transferable one-time refresher seminar session within one year.

BUSINESSMAKER ACADEMY & HR CLUB PHILIPPINES
Suites 1606B & 1607A, 16th Floor, West, Tektite Towers, Exchange Road, Ortigas Center, Pasig City, Philippines
Tel: +632 86874645, +632 86873416 ▪ Cel (0917) 6372471, (0912) 2231826 ▪ info@businessmaker-academy.com
www.businessmaker-academy.com ▪ www.hrclubphilippines.com