

## MEMORANDUM

To : MEMBERS, DIRECTORS

Subject : **UPDATED COMPLIMENTARY WORKSHOPS FOR MEMBERS**

From : BNI PHILIPPINES TRAINING TASK FORCE

Date : December 16, 2024

Effective immediately, all BNI PH members are entitled to the following **complimentary online training workshops**, to help members maximize their membership. Please refer to the BNI PH Events website for the training schedules.

Online Workshop	New Members	Renewing Members
1. <b>Member Success Programme (MSP)</b>	Valid within 30 days from induction	Valid within 60 to 120 days, or within 2 to 4 months, before the renewal date.
2. <b>Advanced Skills Workshop Series on Mapping Your Success (ASWS MYS)</b>	Valid within 90 days from induction	

### 1. **Member Success Programme**

- New Members:** The Complimentary Online Training Workshop is valid for 30 days from the induction date of the member. After this period, it will expire, and all related actions or benefits must be completed within the 30-day window.
- Renewing Members:** Complimentary Online Training Workshop spans between 60 to 120 days (or 2 to 4 months) leading up to the renewal date. This indicates that the workshop remains complimentary during this window and must be used or acted upon within this period before the renewal date of the member.

### 2. **Advance Skills Workshop Series - Mapping Your Success**

- New Members:** The Complimentary Online Training Workshop is valid for 90 days from the induction date of the member. After this period, it will expire, and all related actions or benefits must be completed within the 90-day window.
- Renewing Members:** Complimentary Online Training Workshop spans between 60 to 120 days (or 2 to 4 months) leading up to the renewal date. This indicates that the workshop remains complimentary during this window and must be used or acted upon within this period before the renewal date of the member.

## Procedures:

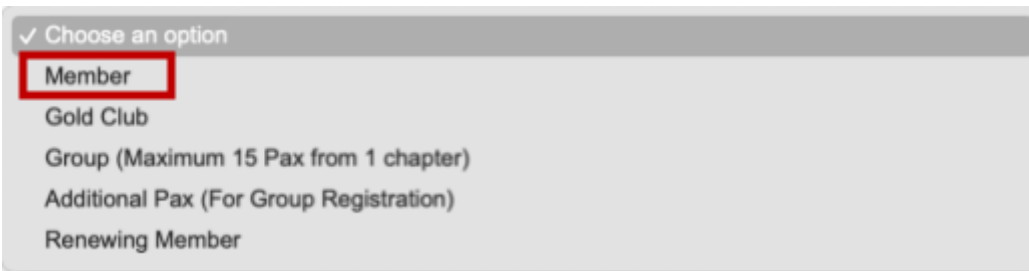
1. For new members, one voucher code for MSP and another for ASWS MYS will be emailed with your induction materials. Renewing members do not need a voucher. Simply indicate your renewal due date during the registration process.
2. Click the registration link in the training poster of your selected schedule. Alternatively, you can go directly to the BNI PH Events website to register.
3. Click the dropdown menu as shown below.

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Type

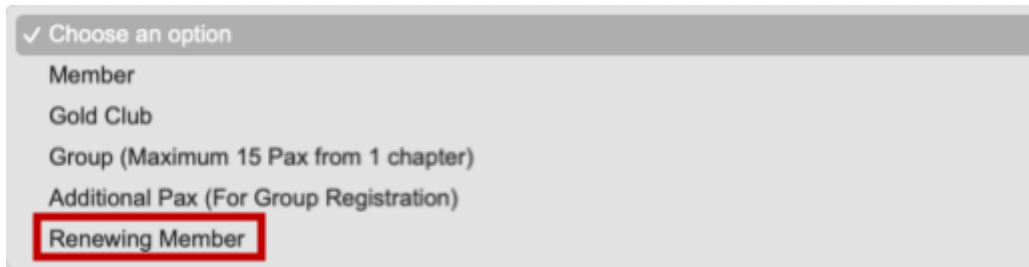
Choose an option

4. For new members, select "Member."



A screenshot of a dropdown menu with a grey header bar containing a checkmark and the text "Choose an option". The menu is open, showing a list of options: "Member", "Gold Club", "Group (Maximum 15 Pax from 1 chapter)", "Additional Pax (For Group Registration)", and "Renewing Member". The "Member" option is highlighted with a red rectangular box.

5. For renewing members, select "Renewing Member".



A screenshot of a dropdown menu with a grey header bar containing a checkmark and the text "Choose an option". The menu is open, showing a list of options: "Member", "Gold Club", "Group (Maximum 15 Pax from 1 chapter)", "Additional Pax (For Group Registration)", and "Renewing Member". The "Renewing Member" option is highlighted with a red rectangular box.

6. Enter the renewal due date in the required field. The National Office will verify your renewal due date and confirm your registration via email & Viber.
7. Click "Add to Cart."
8. For new members, enter the voucher code in the required field and follow the registration process until you click the "Place Order" button. No payment is required.
9. For renewing members, simply skip the voucher code section and continue with the registration process until you click the "Place Order" button. No payment is required.
10. Registered members will receive their materials via email before the scheduled training.

