



## RURAL BANKERS RESEARCH AND DEVELOPMENT FOUNDATION, INC.

2/F RBAP Building, Andres Soriano Jr. Avenue corner  
Arzobispo St., Intramuros, Manila  
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### Signature Verification, Bank Fraud and Forgery Detection Seminar

**Date:** May 12, 2016 (Wednesday)  
**Venue:** RBAP, Intramuros, Manila  
**Time:** 8:30am to 5:30pm  
**Resource Person:**  
**Ms. Jennifer Dominguez**  
*Question Document Examiners, NBI*

#### Seminar Fee: MEMBER ONLY

1. **Early bird** – P2,300 (on or before Apr 22, 2016)
  2. **Regular Rate** – P2,600 (after Apr. 22, 2016)
- Non-Member/Delinquent** – P3,120

#### Mode of Payment

- ✓ A Non-Refundable commitment fee of P1,300.00 per participant.
- ✓ Bank account (**LBP – Intramuros Branch Savings Account Number 0012-1046-26**).
- ✓ Proof of payment fax to (02) 527-2980.
- ✓ **Check payments, should be payable to (RBRDFI).**

#### Training Policies:

1. Reserve first with RBAP-RBRDFI your training slot, and wait for RBAP-RBRDFI confirmation of your reservation. Thereafter, you may deposit the Registration Fees, book ticket (airline) and secure accommodations.

RBAP-RBRDFI will not be responsible for any damage caused by unconfirmed reservation (s).

Likewise, once training is FULL, RBAP-RBRDFI has the right to refuse participation or reimbursement on any

damage brought by unconfirmed reservations.

Deadline for submission of registration is not later than **May 06, 2016**.

2. Reservation via telephone conversation is accepted. However, Registration Form and fee must be settled 10 days prior the seminar date or **April 29, 2016**. Otherwise, reservation is considered cancelled.

3. Cancellation Policy: - This will apply to non-subsidized training fee.

a) 10 days prior the seminar date is entitled for a full refund. \*Regular Rate only

b) 3 days prior to the seminar date is entitled for a half refund \* Regular Rate only

c) Participants who have paid but failed to show up for the seminar will only be entitled to a rebate of 50% of the total registration fee. (Regular Rate only)

d) For special cases (health, accident etc.), kindly coordinate with RBRDFI staff for refund procedures and requirements.

#### Seminar Methodologies

Lecture, Discussions and Workshops

#### Expected Participants

Bank Teller, Cashier, Account Officers, Loan Officers

#### Objective

For the participants to be aware of the significance of handwriting identification and other aspects of questioned documents examination to related areas in their chosen field;

**Course Outline**

- 3) Miscellaneous Aspects
- 4) Alterations
- 5) Sequence of strokes, etc

Module 1: Signature Verification and Forgery Detection

a. Handwriting Impressions

1) Manual operation of the hand and the brain

b. Typewriting and Printing Impressions

2) Machine produced impressions

Module 2: Fraud Detection and Prevention

a. Elements of Fraud

b. Prevention Techniques

c. Internal Control System



**CONFIRMATION SHEET**

**Signature Verification, Bank Fraud and Forgery Detection Seminar**

May 12, 2016 (Wednesday), Gov. Licaros Hall, RBAP Bldg.,

A. Soriano Ave. cor. Arzobispo St., Intramuros, Manila



Contact RBRDFI Training Officers

Mr. Ace M. Calang /Ms. Grace Dimapilis /Ms. Jesica Cepeda

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Name	Designation	Nick-name	Degree and Year Graduated
1.			
2.			
3.			

**Course Expectations**

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(Printed Name and Signature) Date: \_\_\_\_\_

Designation: \_\_\_\_\_ Rural Bank : \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Province : \_\_\_\_\_  
 Mobilephone: \_\_\_\_\_ Address : \_\_\_\_\_  
 Email address: \_\_\_\_\_