

## **MEMO 028 - TRAINING & BUSINESS DEV'T GROUP - 2025**

FROM: Megaworld International - Business Development Group  
TO: Territory Heads/Deputy Heads/Core Group Members  
CC: MMA/Team Leaders  
RE: Policy for Non-Territory Assignment Through Live Forms  
DATE: May 1, 2025

**Effective May 1, 2025**, the Business Development Group requires all Territory Heads (THs), Deputy Heads (GHs) and Core Group Members (CGMs) Before signing the IPA contract—whether via live form, soft copy, or hard copy, new and renewing IPAs, with the assistance of THs, GHs, and CGMs, must confirm that the assigned countries or territories are clearly and accurately indicated. If an unassigned country is entered in the address or country section of the contract, the Business Development Group will place the contract on hold for further review and evaluation.

### **Evaluation Process by the TBDG**

1. **Interview** – The IPA will be invited for an online one-on-one interview.
2. **Recommendation** – The Business Development Group (BD) will evaluate the interview results and provide a recommendation to the management.
3. **Orientation Training** – Qualified candidates and the higher uplines will undergo orientation and training focusing on proper procedures for recruitment drives.
4. **Filing** – If the IPA is cleared following deliberation, BD will proceed with contract processing. In cases of discrepancies, the contract will either be endorsed to the appropriate country or the IPA may decide whether to proceed with accreditation under MWI.

Territory Heads may consult the MWI Administrative Department for clarification on official territory assignments.

This memo supersedes all previously communicated requirements regarding online accreditation (Live Form Process).

We appreciate your strict compliance and cooperation in ensuring a streamlined accreditation process.

The Business Development Group will implement this policy starting on the effective date.

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