

MEMO 007 – TRAINING & BUSINESS DEV'T. GROUP –2018

FROM: Megaworld International –Training Group
TO: CORE MARKETING GROUPS
CC: MMA/ GROUP HEADS/ADMIN.
RE: Tripping Request for NMG, Prospect Buyers and Existing Clients
DATE: January 11, 2018

Effective January 15, 2018, all Tripping requests for Network Marketing Group, prospect buyers and existing clients shall be sent to Training team for the assignment of Sales Assistant to facilitate the requested site tour. Herewith is the process flow:

- Tripping requests must be sent via email to:
Randolf Rivera, (trainingbd10.mwi@gmail.com) and
Jolo Saranillo (trainingbd6.mwi@gmail.com)
copy John Peñaflor (trainingbd2.mwi@gmail.com) for documentation purposes. □
- Training Group shall assign an available Sales Assistant.
- The Sales Assistant shall accomplish a Tripping Request Form in every tripping request.
- The prospect clients, existing buyers and sellers who are accompanied by a Sales Assistant shall also accomplish the “feedback portion” of the Tripping Request Form after the tripping.
- Training Group shall produce a monthly and quarterly report of the tripping status per region.
 - Weekly Report of Sales Assistants shall be submitted to the Training Group every Friday.
 - Monthly Reports shall be submitted to respective Vice Presidents every end of the month.

Please cascade this to your Network Marketing Group. Thank you.

Prepared by:

JOHN PEÑAFLOR
Assistant Manager, Training Group

Noted by:

GERARD JUDEVITO 15 JAN 18
SAVP, Training and Business Dev't.

Approved by:

MA. VICTORIA ACOSTA
Senior Vice President