

JOHN HAY MANAGEMENT CORPORATION

EMPLOYEE TRAININGS/SEMINARS/FORA/DEVELOPMENTAL ACTIVITIES ATTENDED FOR CY 2019

		TITLE OF TRAININGS/SEMINARS/FORA/DEVELOPMENTAL ACTIVITIES ATTENDED FOR CY 2019													
	NAME OF EMPLOYEE	January	February	March	April	May	June	July	August	September	October	November	December	# of hours	REMARKS: at least 16 hours of training/seminar/fora/developmental activity requirement
1	Adviento, Mark Jason Bustarde		ISO 9001: 2015 Quality Management Systems (QMS) Documentation Course, 12 - 13 February 2019		SBMA Gender and Development Benchmarking, 15 April 2019	Barangay Based Firefighting Training, 17 May 2019: 9am- 4pm		Teambuilding, 31 July 2019 to 02 August 2019	Gender and Development (GAD) Training, 22 - 23 August 2019 8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					78	Achieved
2	Akia, Bobby Viray							Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					32	Achieved
3	Apaling, Beviene Malateo			Joint Forum on the Revised Corporation Code, 26 March 2019				Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					40	Achieved
4	Ayeo-ao, Joey Bongdoen					Barangay Based Firefighting Training, 17 May 2019: 9am- 4pm		Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					38	Achieved
5	Bahatan, Beryl Blanche Singca							Teambuilding, 31 July 2019 to 02 August 2019	Gender and Development (GAD) Training, 22 - 23 August 2019 8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					48	Achieved

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6	Banatao, Albert Arcalas				Barangay Based Firefighting Training, 17 May 2019: 9am-4pm		Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)	Entry Level Greenhouse Gas (GHG) Inventory and Management Program for Environmentally Critical Projects (ECPs) , 19 - 20 September 2019				54	Achieved
7	Bayog, Renegade Cuadra	ISO 9001: 2015 Quality Management Systems (QMS) Lead Auditor Course, 18 - 22 February 2019			Barangay Based Firefighting Training, 17 May 2019: 9am-4pm		Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Habits of Highly Effective People , 27 - 29 August 2019	Property and Supply Management , 24 - 27 September 2019				126	Achieved
8	Bello, Zaldy Apilado				Barangay Based Firefighting Training, 17 May 2019: 9am-4pm		Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					38	Achieved
9	Boncodin, Rodel Maglaya				Barangay Based Firefighting Training, 17 May 2019: 9am-4pm		Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)	2 Hours Orientation and Drill (Earthquake), 26 September 2019				40	Achieved
10	Bolawin, Geraldine M.						Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					32	Achieved
11	Cabuhat, Mary Ellen Sengco				Barangay Based Firefighting Training, 17 May 2019: 9am-4pm	Data Privacy Act Training, 24 - 26 June 2019	Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					46	Achieved

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12	Certeza, April Dianne Dofredo				Communication Assertiveness, 11 - 12 April 2019	Best Practices in Corporate Housekeeping, 23 - 24 May 2019	Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					64	Achieved
13	Chopchopen, Beverly Anongos						Tax Updates Seminar, 26 July 2019; Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)	2 Hours Orientation and Drill (Earthquake), 26 September 2019				42	Achieved
14	Colcol, Edsel Undalos				SBMA Gender and Development Benchmarking, 15 April 2019		Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Habits of Highly Effective People, 27 - 29 August 2019					64	Achieved
15	Dawagui, Julie-Ann Sucalo						Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					32	
16	Delos Reyes, Ponciano Jr. Estipular					Barangay Based Firefighting Training, 17 May 2019: 9am-4pm	Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					38	

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17	Del Prado, Zyrrelle Aguda				SBMA Gender and Development Benchmarking, 15 April 2019	Barangay Based Firefighting Training, 17 May 2019: 9am-4pm		Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Gender and Development (GAD) Training, 22 - 23 August 2019 Habits of Highly Effective People , 27 - 29 August 2019					86	
18	Demot, Philip George D.					Barangay Based Firefighting Training, 17 May 2019: 9am-4pm		Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Gender and Development (GAD) Training, 22 - 23 August 2019					54	Achieved
19	Demot, Rowena Faye Cabusas								8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Strategic and Critical Thinking, 29 - 30 August 2019	2 Hours Orientation and Drill (Earthquake), 26 September 2019				26	Achieved
20	Domingo, Evangeline Talavera							Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)	Property and Supply Management , 24 - 27 September 2019				56	Achieved
21	Esposo, Jennylyn Anengyao					2nd Philippine Association for Government Budget Administration (PAGBA) Inc. Quarterly Seminar and Meeting, 1 - 4 May 2019		Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)	2 Hours Orientation and Drill (Earthquake), 26 September 2019				66	Achieved

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22	Figuerras, Ferdinand Loyola							Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Habits of Highly Effective People , 27 - 29 August 2019					56	Achieved
23	Garcia, Allan Razon						Revised Corporation Code of the Philippines, 18 June 2019 Data Privacy Act Training, 24 - 26 June 2019	Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					56	Achieved
24	Gunaden, Beverlee Q.							Course on Strategic Planning , 15 - 19 July 2019; Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)	2 Hours Orientation and Drill (Earthquake), 26 September 2019				74	Achieved
25	Honnag, Febellyn Aower				SBMA Gender and Development Benchmarking, 15 April 2019	Barangay Based Firefighting Training, 17 May 2019: 9am-4pm		Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)	Effective Communication Skills Training, 5 September 2019 Effective Business Writing, 7 September 2019				62	Achieved
26	Ibayan, Jerry G.					Barangay Based Firefighting Training, 17 May 2019: 9am-4pm		Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Habits of Highly Effective People , 27 - 29 August 2019	2 Hours Orientation and Drill (Earthquake), 26 September 2019				64	Achieved

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27	Kedweng, Chisamay Badbaden						Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Strategic and Critical Thinking, 29 - 30 August 2019	2 Hours Orientation and Drill (Earthquake), 26 September 2019				50	Achieved
28	Latawan, Danny Betaga			SBMA Gender and Development Benchmarking, 15 April 2019			Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Gender and Development (GAD) Training, 22 - 23 August 2019 Habits of Highly Effective People, 27 - 29 August 2019	Total Rewards 101, 20 September 2019; 2 Hours Orientation and Drill (Earthquake), 26 September 2019				90	Achieved
29	Ligante, Cesar Gangod						Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					32	Achieved
30	Lopez, Anna Maria Guilas					Revised Corporation Code of the Philippines, 18 June 2019	Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					40	Achieved
31	Lositano, Eldie Lita						Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					32	Achieved

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32	Mallare-Abad, Florence Joy				Communication Assertiveness, 11 - 12 April 2019			Tax Updates Seminar, 26 July 2019; Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)	2 Hours Orientation and Drill (Earthquake), 26 September 2019				50	Achieved
33	Mejia, Editha Malong				Barangay Based Firefighting Training, 17 May 2019:9am-4pm			Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)	Entry Level Greenhouse Gas (GHG) Inventory and Management Program for Environmentally Critical Projects (ECPs), 19 - 20 September 2019; Orientation and Drill (Earthquake), 26 September 2019.				56	Achieved
34	Meraña, Ronaldo Zeta							Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					32	Achieved
35	Nigos-Panganiban, Luzviminda Monis							Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Gender and Development (GAD) Training, 22 - 23 August 2019 Philippines Infrastructure Conference, 27 - 29 August 2019					72	Achieved

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36	Novencido, Arlene Reyes	ISO 9001: 2015 Quality Management Systems (QMS) Documentation Course, 12 - 13 February 2019			Barangay Based Firefighting Training, 17 May 2019: 9am-4pm			8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Gender and Development (GAD) Training, 22 - 23 August 2019 Habits of Highly Effective People , 27 - 29 August 2019					70	Achieved
37	Novencido, Daniel III Castillo							8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)					8	
38	Pascua, Noel Crisanto Tadifa	ISO 9001: 2015 Quality Management Systems (QMS) Lead Auditor Course, 18 - 22 February 2019			Barangay Based Firefighting Training, 17 May 2019: 9am-4pm	Teambuilding, 31 July 2019 to 02 August 2019		8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)	2 Hours Orientation and Drill (Earthquake), 26 September 2019				80	Achieved
39	Perez, Darwin Cachero	ISO 9001: 2015 Quality Management Systems (QMS) Documentation Course, 12 - 13 February 2019				Teambuilding, 31 July 2019 to 02 August 2019		8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Gender and Development (GAD) Training, 22 - 23 August 2019	2 Hours Orientation and Drill (Earthquake), 26 September 2019				66	Achieved
40	Quiño, Benjamin Padsingan Jr.				Basic Pollution Control Officers' Training Course, 24 - 28 June 2019	Teambuilding, 31 July 2019 to 02 August 2019		8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)	Property and Supply Management , 24 - 27 September 2019				96	Achieved

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41	Quisoben-Maguilao, Lea Contada						Course on Strategic Planning . 15 - 19 July 2019; Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Gender and Development (GAD) Training, 22 - 23 August 2019	Course on Risk Management, 23 - 27 September 2019					128	Achieved
42	Ramirez, Jun Ceasar Salazar					Barangay Based Firefighting Training, 17 May 2019: 9am-4pm	Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Gender and Development (GAD) Training, 22 - 23 August 2019						54	Achieved
43	Rimas, Juvy Cosme								2 Hours Orientation and Drill (Earthquake), 26 September 2019					2	On Maternity Leave from June 11, 2019 to September 23, 2019
44	Romero, Lanie Rose Dumpit					Barangay Based Firefighting Training, 17 May 2019: 9am-4pm	Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Gender and Development (GAD) Training, 22 - 23 August 2019 Habits of Highly Effective People , 27 - 29 August 2019	2 Hours Orientation and Drill (Earthquake), 26 September 2019					80	Achieved
45	Santos, John Ronald Corpuz						Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)						32	Achieved

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46	Sereño, Manuel Jr. Dumo		ISO 9001: 2015 Quality Management Systems (QMS) Lead Auditor Course. 18 - 22 February 2019				Teambuilding. 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training. 15 - 16 August 2019 (1 day training only 2 batches)					72	Achieved
47	Tabalingcos, Jane Theresa Gregorio			SBMA Gender and Development Benchmarking. 15 April 2019	Barangay Based Firefighting Training. 17 May 2019: 9am-4pm	Data Privacy Act Training. 24 - 26 June 2019	Teambuilding. 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training. 15 - 16 August 2019 (1 day training only 2 batches)					78	Achieved
48	Tagle, Jose Batang					Tools and Techniques for IA Staff. 19 - 22 June 2019	Teambuilding. 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training. 15 - 16 August 2019 (1 day training only 2 batches)					64	Achieved
49	Tan, Anne Bernadette Escoto			SBMA Gender and Development Benchmarking. 15 April 2019	Barangay Based Firefighting Training. 17 May 2019: 9am-4pm		Teambuilding. 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training. 15 - 16 August 2019 (1 day training only 2 batches)	Effective Communication Skills Training. 5 September 2019; 2 Hours Orientation and Drill (Earthquake), 26 September 2019				64	Achieved
50	Tecan, Josephine Quela						Tax Updates Seminar. 26 July 2019; Teambuilding. 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training. 15 - 16 August 2019 (1 day training only 2 batches) Gender and Development (GAD) Training. 22 - 23 August 2019	2 Hours Orientation and Drill (Earthquake), 26 September 2019				58	Achieved
51	Umali, Jannessy A.						Teambuilding. 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training. 15 - 16 August 2019 (1 day training only 2 batches)					32	Achieved

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52	Villanueva, Avigale C.				Barangay Based Firefighting Training, 17 May 2019: 9am-4pm	Post Graduate Certificate in Human Resource Management, 27 - 29 June 2019	Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Habits of Highly Effective People , 27 - 29 August 2019	Total Rewards 101 , 20 September 2019; 2 Hours Orientation and Drill (Earthquake), 26 September 2019					96	Achieved
53	Villanueva, Rodel Pactteng				Barangay Based Firefighting Training, 17 May 2019: 9am-4pm		Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches)						38	Achieved
54	Zambrano, Ronald Bulan						Teambuilding, 31 July 2019 to 02 August 2019	8-Hour Mandatory Occupational Safety and Health Training, 15 - 16 August 2019 (1 day training only 2 batches) Gender and Development (GAD) Training, 22 - 23 August 2019						48	Achieved

3,032

TOTAL NUMBER OF HOURS:

Total Number of employees who attended trainings/seminar/forum/activities for at least 16 hours from January 2019 to September 2019:	52
Total Number of active employees (warm bodies) as of 30 September 2019:	54
Percentage of employees who completed the 16 hours requirement for trainings/seminar/forum/activities	96% As of 30 September 2019

Prepared by:

DANNY B. LATAWAN
 HRSD Manager