								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
	Adviento, Mark Jason Bustarde	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 10 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	11.5	Citizen's Charter and Operations Manual Review (6) 12 April 2022 EIA, DRCC and T&E Group Planning (8) 22 April 2022	Citizen's Charter and Operations Manual Review (6) 31 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	39
2	Akia, Bobby Viray	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 11 March 2022 Conduct of Drills and Simulations (2.5) 11 March 2022 Citizen's Charter and Operations Manual Review (6) 15 March 2022	18	Citizen's Charter and Operations Manual Review (6) 19 April 2022  Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022  Citizen's Charter and Operations Manual Review (6) 28 April 2022  CY 2022 1st Quarter Performance Review (8) 29 April 2022	JHMC Management Planning (10.5) 12 & 17 May 2022	Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	57.5
	Antonio, Lara Melissa Cabotaje	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	8	Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022		ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	22
	Apaling, Bevienne Malateo	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022			3.5				

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
4	. ,	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022		Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022	Review (6) 20 May 2022 Training/Orientation on the Proper Use and Maintenace of Generator Set (3) 31 May 2022	Citizen's Charter and Operations Manual Review (6) 06 June 2022 Citizen's Charter and Operations Manual Review (6) 22 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	35
		Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022	Citizen's Charter and Operations Manual Review (6) 24 February 2022	Citizen's Charter and Operations Manual Review (6) 08 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022 Women Summit 2022 (8) Civil Service Commission CAR 31 March 2022		Citizen's Charter and Operations Manual Review (6) 11 April 2022 Statesmen's Summit II: Gathering of Nobles (24) CRFV 27 - 26 April 2022		ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022 Citizen's Charter and Operations Manual Review (6) 02 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	55

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
É	Bascos, Febellyn Honnag	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022				Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022 EIA, DRCC and T&E Group Planning (8) 22 April 2022 CY 2022 1st Quarter Performance Review (8) 29 April 2022	Citizen's Charter and Operations Manual Review (6) 05 May 2022 JHMC Management Planning (10.5) 12 & 17 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGI Management Consultancy 03 June 2022  Arbor Day: Tree Growing Activity (8) 24 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	54.5
7		Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022				Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022 EIA, DRCC and T&E Group Planning (8) 22 April 2022	Citizen's Charter and Operations Manual Review (6) 20 May 2022 Training Orientation on the Proper Use and Maintenace of Generator Set (3) 31 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022 Citizen's Charter and Operations Manual Review (6) 06 June 2022 Citizen's Charter and Operations Manual Review (6) 22 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	40

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
\$	8 Belino, Juvy Rimas	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022 Citizen's Charter and Operations Manual Review (6) 15 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	14	Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022 EIA, DRCC and T&E Group Planning (8) 22 April 2022 Citizen's Charter and Operations Manual Review (6) 28 April 2022		Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	28
	Bello, Zaldy Apilado	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 03 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022 Review of Processes and Streamlining Session (6) 22 March 2022 IPA Workshop Batch 3 (8) Department of Finance 29 March 2022		Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022 CY 2022 1st Quarter Performance Review (8) 29 April 2022	JHMC Management Planning (10.5) 12 & 17 May 2022	Staff Meeting: Safety and Security Orientation (3) 30 June 2022	37.5
10	) Bogsit, Mcvay Bataclao	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022			3.5	Citizen's Charter and Operations Manual Review (6) 21 April 2022		ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022  Citizen's Charter and Operations Manual Review (6) 17 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	23

							TITLE O	F TRAININ
NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quart
11 Bolawin, Geraldine Mastisio	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022		Clean - up Drive (3)	Citizen's Charter and Operations Manual Review (6) 20 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022 Citizen's Charter and Operations Manual Review (6) 06 June 2022 Citizen's Charter and Operations Manual Review (6) 22 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	
12 Boncodin, Rodel Maglaya	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022  Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	8	Clean - up Drive (3)	Citizen's Charter and Operations Manual Review (6) 20 May 2022 Training/Orientation on the Proper Use and Maintenace of Generator Set (3) 31 May 2022	Citizen's Charter and Operations Manual Review (6) 06 June 2022 Citizen's Charter and Operations Manual Review (6) 22 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
13	Cabuhat, Mary Ellen Sengco	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022	Citizen's Charter and Operations Manual Review (6) 24 February 2022	Citizen's Charter and Operations Manual Review (6) 08 March 2022	15.5	Citizen's Charter and Operations Manual Review (6) 11 April 2022  Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022  CY 2022 1st Quarter Performance Review (8) 29 April 2022		Citizen's Charter and Operations Manual Review (6) 02 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	57.5
144	Calpasi, Peter Balangoy Jr.	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022		Citizen's Charter and Operations Manual Review (6) 19 April 2022		ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	25

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
1	Certeza, April Dianne Dofredo	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	8		Citizen's Charter and Operations Manual Review (6) 04 May 2022	Citizen's Charter and Operations Manual Review (6) 16 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	15
1	5 Chopchopen, Beverly Anongos	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022		Citizen's Charter and Operations Manual Review (6) 21 April 2022		Citizen's Charter and Operations Manual Review (6) 17 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	23
1	7 Colcol, Edsel Undalos						Citizen's Charter and Operations Manual Review (6) 20 May 2022 Citizen's Charter and Operations Manual Review (6) 31 May 2022	Citizen's Charter and Operations Manual Review (6) 06 June 2022 Citizen's Charter and Operations Manual Review (6) 22 June 2022	24
1	8 Dawagui, Julie-Ann Sucalo	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022  Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022		Citizen's Charter and Operations Manual Review (6) 21 April 2022		Citizen's Charter and Operations Manual Review (6) 17 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	23

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
19	Del Prado, Zyrelle Aguda	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022  Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022		CRFV 27 - 26 April 2022 CY 2022 1st Quarter Performance Review (8) 29 April 2022	Citizen's Charter and Operations Manual Review (6) 05 May 2022  IHMC Management Planning (10.5) 12 & 17 May 2022  Training/Orientation on the Proper Use and Maintenace of Generator Set (3) 31 May 2022	Staff Meeting: Safety and Security Orientation (3) 30 June 2022	54.5
20	Delos Reyes, Ponciano Jr. Estipular	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022  Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	8		Citizen's Charter and Operations Manual Review (6) 20 May 2022 Training/Orientation on the Proper Use and Maintenace of Generator Set (3) 31 May 2022	Citizen's Charter and Operations Manual Review (6) 06 June 2022 Citizen's Charter and Operations Manual Review (6) 22 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	35

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
21	Demot, Philip George D.	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022 Citizen's Charter and Operations Manual Review (6) 31 March 2022		29 April 2022	Citizen's Charter and Operations Manual Review (6) 06 May 2022 JHMC Management Planning (10.5) 12 & 17 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022  Citizen's Charter and Operations Manual Review (6) 21 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	41.5
222	Demot, Rowena Faye Cabusas	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 24 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022 IPCR Workshop 2022 (3.5) 30 March 2022	15			Arbor Day: Tree Growing Activity (8) 24 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	3

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
2	Domingo, Evangeline Talavera	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	8	Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022	Citizen's Charter and Operations Manual Review (6) 20 May 2022	Citizen's Charter and Operations Manual Review (6) 06 June 2022 Citizen's Charter and Operations Manual Review (6) 22 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	24
		Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022		Citizen's Charter and Operations Manual Review (6) 21 April 2022 Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022 CY 2022 1st Quarter Performance Review (8) 29 April 2022		Citizen's Charter and Operations Manual Review (6) 17 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	57.5
2.	Figuerres, Ferdinand Loyola	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 15 March 2022 Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	14	EIA, DRCC and T&E Group Planning (8) 22 April 2022  Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022  Citizen's Charter and Operations Manual Review (6) 28 April 2022  CY 2022 1st Quarter Performance Review (8) 29 April 2022	12 & 17 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022  Arbor Day: Tree Growing Activity (8) 24 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	67.5

			TITLE OF TRAININGS							
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter	
	Gambulao, Janice Moresto									
2'		Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	5.5	CY 2022 1st Quarter Performance Review (8) 29 April 2022	JHMC Management Planning (10.5) 12 & 17 May 2022	Staff Meeting: Safety and Security Orientation (3) 30 June 2022	21.5	

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
28		Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022				Orientation on the Implementation of the Zero Back Log Program (8) ARTA 06 April 2022 CY 2022 1st Quarter Performance Review (8) 29 April 2022		ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGI Management Consultancy 03 June 2022  Arbor Day: Tree Growing Activity (8) 24 June 2022  Public Consultation on the Draft Memorandum Circular (MC) on the National Policy on Regulatory Management System (NPRMS) (ARTA) (3) 27 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	38
25	Haban, Christopher Culaton								

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
3(0	Ibayan, Jerry Gawidan	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Basic Fire Safety Training (8) Trainovate 10 March 2022 Conduct of Drills and Simulations (2.5) 11 March 2022 Citizen's Charter and Operations Manual Review (6) 31 March 2022	20	Statesmen's Summit II: Gathering of Nobles (24) CRFV 27 - 26 April 2022	Citizen's Charter and Operations Manual Review (6) 06 May 2022 Training/Orientation on the Proper Use and Maintenace of Generator Set (3) 31 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGI Management Consultancy 03 June 2022  Citizen's Charter and Operations Manual Review (6) 21 June 2022  Arbor Day: Tree Growing Activity (8) 24 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	58
31	Kedweng, Chisamay Badbaden	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 03 March 2022  Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022  Review of Processes and Streamlining Session (6) 22 March 2022  IPA Workshop Batch 3 (8) Department of Finance 29 March 2022	25.5			Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	11
32	Laguinday, Mae Ao - as	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022	Citizen's Charter and Operations Manual Review (6) 24 February 2022	Citizen's Charter and Operations Manual Review (6) 08 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	17.5	Citizen's Charter and Operations Manual Review (6) 11 April 2022 Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022 Statesmen's Summit II: Gathering of Nobles (24) CRFV 27 - 26 April 2022		ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGI Management Consultancy 03 June 2022 Citizen's Charter and Operations Manual Review (6) 02 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	71

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
3::	Latawan, Danny Betaga	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 04 March 2022 IPCR Workshop 2022 (3.5) 30 March 2022		Focused Group Discussions on Evidence- hased Improvement of Frontline Government Service Delivey (8) DAP 19 April 2022 Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022 EIA, DRCC and T&E Group Planning (8) 22 April 2022 Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022 CY 2022 1st Quarter Performance Review (8) 29 April 2022	JHMC Management Planning (10.5) 12 & 17 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022  Arbor Day: Tree Growing Activity (8) 24 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	72.5
34	Lopez, Anna Maria Guilas	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022  Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022		EIA, DRCC and T&E Group Planning (8) 22 April 2022  CY 2022 1st Quarter Performance Review (8) 29 April 2022	Citizen's Charter and Operations Manual Review (6) 04 May 2022 JHMC Management Planning (10.5) 12 & 17 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022  Citizen's Charter and Operations Manual Review (6) 16 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	49.5
35	Lositaño, Eldie Lita	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022	6	Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022	Citizen's Charter and Operations Manual Review (6) 20 May 2022 Training/Orientation on the Proper Use and Maintenace of Generator Set (3) 31 May 2022	Citizen's Charter and Operations Manual Review (6) 06 June 2022 Citizen's Charter and Operations Manual Review (6) 22 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	27

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
	Mallare, Florence Joy Rivera	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 24 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022 IPCR Workshop 2022 (3.5) 30 March 2022			JHMC Management Planning (10.5) 12 & 17 May 2022	Citizen's Charter and Operations Manual Review (6) 17 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	43.5
37	Mejia, Editha Malong	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 11 March 2022  Conduct of Drills and Simulations (2.5) 11 March 2022  Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022  2022 Virtual Assistance on Local Government Units (LGU) and Private Establishments with the Water Quality Management Areas (WQMAs) (Environment Management Bureau) (8) 25 March 2022	22	Citizen's Charter and Operations Manual Review (6) 19 April 2022 Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022 EIA, DRCC and T&E Group Planning (8) 22 April 2022 Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022 CY 2022 1st Quarter Performance Review (8) 29 April 2022	JHMC Management Planning (10.5) 12 & 17 May 2022	Arbor Day: Tree Growing Activity (8) 24 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	62.5

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
38	Meraña, Ronaldo Zeta	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 10 March 2022	9.5			Staff Meeting: Safety and Security Orientation (3) 30 June 2022	3
	Novencido, Arlene Reyes	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 10 March 2022 Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022 Women Summit 2022 (8) Civil Service Commission CAR 31 March 2022		Citizen's Charter and Operations Manual Review (6) 12 April 2022 Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022 EIA, DRCC and T&E Group Planning (8) 22 April 2022	Citizen's Charter and Operations Manual Review (6) 31 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	42
40	Novencido, Daniel III Castillo	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 03 March 2022 Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022 Review of Processes and Streamlining Session (6) 22 March 2022		EIA, DRCC and T&E Group Planning (8) 22 April 2022		ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	27

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
411	Nigos	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022  Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	8	EIA, DRCC and T&E Group Planning (8) 22 April 2022 Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022 CY 2022 1st Quarter Performance Review (8) 29 April 2022	JHMC Management Planning (10.5) 12 & 17 May 2022	Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	53.5
42	Pascua, Noel Crisanto Tadifa	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 03 March 2022  Conduct of Drills and Simulations (2.5) 11 March 2022  Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022  Review of Processes and Streamlining Session (6) 22 March 2022  IPA Workshop Batch 3 (8) Department of Finance 29 March 2022	28		JHMC Management Planning (10.5) 12 & 17 May 2022  Training/Orientation on the Proper Use and Maintenace of Generator Set (3) 31 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022  Arbor Day: Tree Growing Activity (8) 24 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	32.5

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
43	Perez, Darwin Cachero	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 10 March 2022 Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022		Citizen's Charter and Operations Manual Review (6) 12 April 2022 EIA, DRCC and T&E Group Planning (8) 22 April 2022 Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022 CY 2022 1st Quarter Performance Review (8) 29 April 2022	12 & 17 May 2022 Citizen's Charter and Operations Manual	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022  Arbor Day: Tree Growing Activity (8) 24 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	73.5
	Quiño, Benjamin Padsingan Jr.	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022		Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022  EIA, DRCC and T&E Group Planning (8) 22 April 2022  Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022  CY 2022 1st Quarter Performance Review (8) 29 April 2022	12 & 17 May 2022 Citizen's Charter and Operations Manual	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGI Management Consultancy 03 June 2022  Citizen's Charter and Operations Manual Review (6) 06 June 2022  Citizen's Charter and Operations Manual Review (6) 22 June 2022  Arbor Day: Tree Growing Activity (8) 24 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	82.5

								TITLE C	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
4:	Contada	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022			3.5	Orientation on the Implementation of the Zero Back Log Program (8) ARTA 06 April 2022 Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022 CY 2022 1st Quarter Performance Review (8) 29 April 2022	JHMC Management Planning (10.5) 12 & 17 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022  Arbor Day: Tree Growing Activity (8) 24 June 2022  Public Consultation on the Draft Memorandum Circular (MC) on the National Policy on Regulatory Management System (NPRMS) (ARTA) (3) 27 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	64.5
466	Salazar	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 03 March 2022 Conduct of Drills and Simulations (2.5) 11 March 2022 Review of Processes and Streamlining Session (6) 22 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022 Women Summit 2022 (8) Civil Service Commission CAR 31 March 2022	28		Training/Orientation on the Proper Use and Maintenace of Generator Set (3) 31 May 2022	Staff Meeting: Safety and Security Orientation (3) 30 June 2022	6

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
4	Dumpit	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 04 March 2022 Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022 Women Summit 2022 (8) Civil Service Commission CAR 31 March 2022		Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022 EIA, DRCC and T&E Group Planning (8) 22 April 2022		ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022  Wage Order Orientation (Department of Labor and Employment - Cordillera) (6) 14 June 2022  Arbor Day: Tree Growing Activity (8) 24 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	36
4	8 Santos, John Ronald Corpuz	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 10 March 2022 Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022		Citizen's Charter and Operations Manual Review (6) 12 April 2022		ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022  Arbor Day: Tree Growing Activity (8) 24 June 2022  Staff Meeting: Safety and Security Orientation (3) 30 June 2022	31

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
	Gregorio	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022				29 April 2022	Citizen's Charter and Operations Manual Review (6) 05 May 2022 JHMC Management Planning (10.5) 12 & 17 May 2022	Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	35.5
50	Tagle, Jose Batang	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 01 March 2022 Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	14			ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	19

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
5.0	Talledo, Rose Anne Colinares							Staff Meeting: Safety and Security Orientation (3) 30 June 2022	3
50	Tan, Anne Bernadette Escoto	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022		CY 2022 1st Quarter Performance Review (8) 29 April 2022	JHMC Management Planning (10.5) 12 & 17 May 2022	Staff Meeting: Safety and Security Orientation (3) 30 June 2022	21.5
53	Tecan, Josephine Quela	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022  Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022		Citizen's Charter and Operations Manual Review (6) 21 April 2022  Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022  CY 2022 1st Quarter Performance Review (8) 29 April 2022	JHMC Management Planning (10.5) 12 & 17 May 2022	Citizen's Charter and Operations Manual Review (6) 17 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	57.5

								TITLE O	F TRAININGS
	NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarter
54	Uda, Adriyel Alcedo	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Conduct of Drills and Simulations (2.5) 11 March 2022  Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	8	Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022	Training/Orientation on the Proper Use and Maintenace of Generator Set (3) 31 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	17
		Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022 Citizen's Charter and Operations Manual Review (6) 24 March 2022 IPCR Workshop 2022 (3.5) 30 March 2022	13				
55	Villanueva, Avigale C.	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 04 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022 Women Summit 2022 (8) Civil Service Commission CAR 31 March 2022		Health and Wellness Earth Day Activity: Clean - up Drive (3) 21 April 2022 EIA, DRCC and T&E Group Planning (8) 22 April 2022 Coaching and Mentoring for Excellence (16) CSC CAR 26 - 27 April 2022 Statesmen's Summit II: Gathering of Nobles (24) CRFV 27 - 26 April 2022	Training/Orientation on the Proper Use and Maintenace of Generator Set (3) 31 May 2022	ISO 19001:2018 Guidelines in Auditing Management System for Quality Management System (8) ASGJ Management Consultancy 03 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	73

Prepared by:

### EMPLOYEE TRAININGS/SEMINARS/FORA/DEVELOPMENTAL ACTIVITIES ATTENDED FOR CY 2022

							TITLE O	F TRAININ
NAME OF EMPLOYEE	January	February	March	1st Quarter	April	May	June	2nd Quarte
Villanueva, Rodel Paciteng	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022		Citizen's Charter and Operations Manual Review (6) 01 March 2022 Conduct of Drills and Simulations (2.5) 11 March 2022 Health and Wellness Kick - off Program: Mental Health Talk (2) 25 March 2022	8		JHMC Management Planning (10.5) 12 & 17 May 2022	Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	45
Zambrano, Ronald Bulan	Staff Meeting: Individual Performance Commitment and Review (IPCR) (3.5) 21 January 2022					JHMC Management Planning (10.5) 12 & 17 May 2022	Citizen's Charter and Operations Manual Review (6) 17 June 2022 Arbor Day: Tree Growing Activity (8) 24 June 2022 Staff Meeting: Safety and Security Orientation (3) 30 June 2022	41
	IUMBER OF HOURS: who attended trainings/seminar/forum/a 2022	ctivities for at least 16 hours from			EMS	QMS	EMS/QMS	

AVIGALE C. VILLANUEVA
HR Officer

DANNY B. LATAWAN HR Manager

Reviewed by:

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
						Thanksgiving Activity CY 2022 (4) 19 December 2022	4	54.5
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022  QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	59	Drill (1) 14 October 2022	Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	9	143.5
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  GAD TWG Training on HGDG (6) RP Olivar Development Consultancy and Services) 15 - 16 August 2022  Basic Occupational Safety and Health Course for Safety Orficer 2 (40) World Safety Organization 22 - 26 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		70	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022  Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022  Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022  Thanksgiving Activity CY 2022 (4) 19 December 2022	43	3.5
								3.3

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Orientation (8)	Loss Control Management Course (40) World Safety Organization 15 - 19 August 2022		56		Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	38	135
Orientation (8) Google for Education 12 July 2022	QMS Training Problem Solving and Decision Making (8)  JB Tizon Consultancy 04 August 2022  Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  GAD TWG Training on HGDG (6)  RP Olivar Development Consultancy and Services)  15 - 16 August 2022  Gender Sensitivity Training (4)  RP Olivar Development and Consultancy Services  18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	33	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022  Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty, Leticia O. Clemente 03 November 2022 Formulation of 2023 GAD Plan and Budget (1) RP Olivar Development and Consultancy Services 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	47	160.5

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 04 August 2022 Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 GAD TWG Training on HGDG (6) RP Olivar Development Consultancy and Services) 15 - 16 August 2022 Technical Writing (16) We Connect HR Solutions 19 & 25 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Fire Extinguisher (2) Safety and Security Department 15 September 2022 Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	83	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	49.5	190.5
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022  QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  Basic Occupational Safety and Health Course for Safety Officer 2 (40) World Safety Organization 22 - 26 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		64	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022  Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022  Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022  Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	51	158.5

July	August	6.4.1	3rd Quarter	October	November	December	41.0	# of hours
·	August	September	5rd Quarter	October	November	December	4th Quarter	# of nours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  GAD TWG Training on HGDG (6) RP Olivar Development Consultancy and Services) 15 - 16 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	33	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022  Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022  Thanksgiving Activity CY 2022 (4) 19 December 2022	36.5	111.5
Citizen's Charter and Operations Manual Review (6) 07 July 2022 Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Workshop/Consultation on the Planned Imolementation of the Certificate of Authority to Import (6) Department of Finance 09 September 2022  Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	67	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022  Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022  Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022  Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	36	166
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022	Technical Writing (16) We Connect HR Solutions 19 & 25 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		36	Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022 Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	34	96.5

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022  QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Technical Writing (16) We Connect HR Solutions 19 & 25 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		40	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022  Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022 Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	53	133
Google Workspace End - user's Orientation (8) Google For Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022	Loss Control Management Course (40) World Safety Organization 15 - 19 August 2022		56	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	47	146

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		48		RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	21	142
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022  QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022 Technical Writing (16) We Connect HR Solutions 19 & 25 August 2022		40	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Training/Orientation on the Proper Use and Care of Generator Sets (2) 28 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022  Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022  Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022  Thanksgiving Activity CY 2022 (4) 19 December 2022	63	139.5

5/SEMINARS/FORA/DEVELOPMENT								1
July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Citizen's Charter and Operations Manual Review (6) 06 July 2022 Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	OMS Training Problem Solving and Decision Making (8)  JB Tizon Consultancy 04 August 2022  Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  Technical Writing (16) We Connect HR Solutions 19 & 25 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		62		Formulation of 2023 GAD Plan and Budget (1) RP Olivar Development and Consultancy Services 04 November 2022 Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	24	
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JBH Tizon Consultancy 21 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		24	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022  Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	35	90
			0					24
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Technical Writing (16) We Connect HR Solutions 19 & 25 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		32	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	35	98

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Doperations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy (04 August 2022 Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency (19 August 2022 GAD TWG Training on HGDG (6) RP Olivar Development Consultancy and Services) 15 - 16 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	65	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022  Formulation of 2023 GAD Plan and Budget (1) RP Olivar Development and Consultancy Services 04 November 2022  Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022  Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022  Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022  Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022  Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022 Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	69	196.5
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  Loss Control Management Course (40) World Safety Organization 15 - 19 August 2022		60	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	30.5	133.5

July	August	September	3rd Quarter		November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) 1B Tizon Consultancy 26 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  Basic Occupational Safety and Health Course for Safety Officer 2 (40) World Safety Organization 22 - 26 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Fire Extinguisher (2) Safety and Security Department 15 September 2022 Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	101	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022 Cofe of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	52	206.5
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Technical Writing (16) We Connect HR Solutions 19 & 25 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Fire Extinguisher (2) Safety and Security Department 15 September 2022 Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	45	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022  Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022  Thanksgiving Activity CY 2022 (4) 19 December 2022	41	104

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  GAD TWG Training on HGDG (6) RP Olivar Development Consultancy and Services) 15 - 16 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		30	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	42	104
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		56	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	42	161.5
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency (9) August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	59	Drill (1) 14 October 2022	Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022  Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	9	149.5

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
				Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022  Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022  Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022  Thanksgiving Activity CY 2022 (4) 19 December 2022	50	50
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 04 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		52		RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	17	96

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022	QMS Training Problem Solving and Decision Making (8)  JB Tizon Consultancy 04 August 2022  Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  Technical Writing (16)  We Connect HR Solutions 19 & 25 August 2022  Gender Sensitivity Training (4)  RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Fire Extinguisher (2) Safety and Security Department 15 September 2022 Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	45	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022 Drill (1) 14 October 2022  Drill (1) 14 October 2022  Information, Education and Communication to LGU: RA 9003 Ecological Solid Waste Management Act of 2000; RA 6969 Toxic Substances and Hazardous and Nuclear Wastes Control Act of 1990; RA 8749 Philippine Clean Air Act of 1990; RA 8749 Philippine Clean Air Act of 1990; RA 8749 Philippine Clean Water Act of 2000; RA 6965 Toxic Substances and Hazardous and Nuclear Wastes Control Act of 1990; RA 8749 Philippine Clean Air Act of 1990; RA 8749 Philippine Clean Water Act of 2004; PD 1586 Environmental Impact Statement System including other environmental management related measures and for other purposes; PD 705 Forestry Reform Code of the Philippines and CA 141 Public Land as amended (8) DENR CAR = EMB 27 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 30 November 2022  Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022  Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022  RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022  Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022  Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022  Training/Orientation on the Proper Use and Care of Generator Sets (2) 28 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022 Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022  Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc. 01 December 2022  Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022  Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022  Thanksgiving Activity CY 2022 (4) 19 December 2022	71	

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Citizen's Charter and Operations Manual Review (6) 07 July 2022 Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Loss Control Management Course (40) World Safety Organization 15 - 19 August 2022	Orientation on Fire Extinguisher (2) Safety and Security Department 15 September 2022	68	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022  Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022  Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022  Thanksgiving Activity CY 2022 (4) 19 December 2022	59	205
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022  QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  Technical Writing (16) We Connect HR Solutions 19 & 25 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Workshop/Consultation on the Planned Imolementation of the Certificate of Authority to Import (6) Department of Finance 09 September 2022 Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	45	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022  Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	33	118.5
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 04 August 2022  Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	35	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022  Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022  Code of Discipline and Anti Bastos Law (4) RP Ofivar Development and Consultancy Services 23 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022 Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	48	175.5

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) IB Tizon Consultancy 21 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	55		Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	14	154.5
Citizen's Charter and Operations Manual Review (6) 06 July 2022 Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	QMS Training Problem Solving and Decision Making (8)  JB Tizon Consultancy 04 August 2022  Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  Gender Sensitivity Training (4)  RP Olivar Development and Consultancy Services 18 August 2022		62	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Formulation of 2023 GAD Plan and Budget (1) RP Olivar Development and Consultancy Services 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	33	152.5
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022	Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		20	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	36	89

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Fire Extinguisher (2) Safety and Security Department 15 September 2022 Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	57	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022  Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	36	151.5
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	59	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022  Drill (1) 14 October 2022	Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022  Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	27	170.5

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022	QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 04 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		20		Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022		4	36.5
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022  QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 GAD TWG Training on HGDG (6) RP Olivar Development Consultancy and Services) 15 - 16 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	33	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022  Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022  Formulation of 2023 GAD Plan and Budget (1) RP Olivar Development and Consultancy Services 04 November 2022  Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022  Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022  Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	39	136
Review (6) 07 July 2022 Google Workspace End - user's	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Technical Writing (16) We Connect HR Solutions 19 & 25 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	49	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	33	129

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 04 August 2022 Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Basic Occupational Safety and Health Course for Safety Officer 2 (40) World Safety Organization 22 - 26 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	107	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022  Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Formulation of 2023 GAD Plan and Budget (1) RP Olivar Development and Consultancy Services 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	37	205.5
Citizen's Charter and Operations Manual Review (6) 07 July 2022 Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	GAD TWG Training on HGDG (6) RP Olivar Development Consultancy and Services) 15 - 16 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	51	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	49	160.5

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	59	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022  Formulation of 2023 GAD Plan and Budget (1) RP Olivar Development and Consultancy Services 04 November 2022  Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022  Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022  Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	37	183.5
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  Basic Occupational Safety and Health Course for Safety Officer 2 (40) World Safety Organization 22 - 26 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	99	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	51	238

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	QMS Training Problem Solving and Decision Making (8)  JB Tizon Consultancy 04 August 2022  Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	59	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	Formulation of 2023 GAD Plan and Budget (1) RP Olivar Development and Consultancy Services 04 November 2022 Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	46	173
Citizen's Charter and Operations Manual Review (6) 07 July 2022 Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  GAD TWG Training on HGDG (6) RP Olivar Development Consultancy and Services) 15 - 16 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	39	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022 Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	59.5	132.5

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Orientation (8) Google for Education 12 July 2022  QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  GAD TWG Training on HGDG (6) RP Olivar Development Consultancy and Services) 15 - 16 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		30	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Formulation of 2023 GAD Plan and Budget (1) RP Olivar Development and Consultancy Services 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	38	126
Orientation (8) Google for Education 12 July 2022  QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Technical Writing (16) We Connect HR Solutions 19 & 25 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		40	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022  Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022  Thanksgiving Activity CY 2022 (4) 19 December 2022	41	126

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Orientation (8) Google for Education 12 July 2022  Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022  Departmental Planning CY 2022 (16)	QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 04 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	55		RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Formulation of 2023 GAD Plan and Budget (1) RP Olivar Development and Consultancy Services 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	22	116
Orientation (8) Google for Education 12 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	19	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022  Drill (1) 14 October 2022	Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	33	85

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  GAD TWG Training on HGDG (6) RP Olivar Development Consultancy and Services) 15 - 16 August 2022  Technical Writing (16) We Connect HR Solutions 19 & 25 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Fire Extinguisher (2) Safety and Security Department 15 September 2022 Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	51	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022  Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022  Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022 Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	59	113
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	OMS Training Problem Solving and Decision Making (8)  1B Tizon Consultancy 04 August 2022  Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  Technical Writing (16)  We Connect HR Solutions 19 & 25 August 2022  Gender Sensitivity Training (4)  RP Olivar Development and Consultancy Services 18 August 2022		72	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022  Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022  Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Thanksgiving Activity CY 2022 (4) 19 December 2022	31	130
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		56	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	31	152.5

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 26 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022  Basic Occupational Safety and Health Course for Safety Officer 2 (40) World Safety Organization 22 - 26 August 2022  Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		64	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	RA 9184 Procurement Act Training: Procurement Planning, Standards Bidding Procedures for Goods and Services, Alternative Modes of Procurement, Efficient Procurement Measures During State of Calamity (7) Atty. Leticia O. Clemente 03 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022 Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	50	139
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022  QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022  Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 GAD TWG Training on HGDG (6) RP Olivar Development Consultancy and Services) 15 - 16 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022		46	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Safety and Security Related Knowledge and Conduct of Drills (12) BFP Baguio City 13 - 14 October 2022	Incident Command System (3.5) Emergency Preparedness and Response Team 04 November 2022 Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Orientation on Oil Spill (1.5) Emergency Preparedness and Response Team 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Development of GAD Agenda (4) RP Olivar Development and Consultancy Services 24 November 2022	Environmental Management System Foundation Course (8) Alfa Personnel Care Language Tutorial Inc 01 December 2022 Documentation Management Training (8) Alfa Personnel Care Language Tutorial Inc. 02 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	61	199.5

July	August	September	3rd Quarter	October	November	December	4th Quarter	# of hours
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	59	Public Service Values Program (14) Civil Service Commission - CAR 11 October 2022 Drill (1) 14 October 2022	Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022 Development of GAD Agenda (4) RP Olivat Development and Consultancy Services 24 November 2022	Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	31	143.5
Google Workspace End - user's Orientation (8) Google for Education 12 July 2022 Operations Planning CY 2022 For CY 2023 Programs (16) 13 - 14 July 2022 QMS Training Problem Solving and Decision Making (8) JB Tizon Consultancy 21 July 2022 Departmental Planning CY 2022 (16) 28 - 29 July 2022	Drug - free Workplace Awareness (4) Philippine Drug Enforcement Agency 09 August 2022 Gender Sensitivity Training (4) RP Olivar Development and Consultancy Services 18 August 2022	Orientation on Whole of Government Reengineering (3) Anti Red - Tape Act 30 September 2022	59		Staff Meeting: Webinar on Create Law (2) Legal Department 09 November 2022 Code of Discipline and Anti Bastos Law (4) RP Olivar Development and Consultancy Services 23 November 2022	Clean - up Drive Activity of JHSEZ Roadsides and Water Ways (2) 13 December 2022 Thanksgiving Activity CY 2022 (4) 19 December 2022	13	117

7,724

57

57

100%

Approved by:

REMARKS: at least 16 hours of training/seminar/fora/ developmental activity requirement Resigned 04 February 2022



> Appointed 11 October 2022

REMARKS: at least 16 hours of training/seminar/fora/ developmental activity requirement Resigned 05 December 2022

REMARKS: at least 16 hours of training/seminar/fora/ developmental activity requirement Maternity Leave, Resigned 15 June 2022

As of 30 June 2022