



D.1 Human Resource Development Program

The HRDP comprises the various interventions to address competency gaps of employees and/or developmental activities, which may be for a specific employee, group of employees or for the whole organization.

D.1.1 Strategic Measure: Increase the Organizational Competency

The JHMC committed to provide each employee at least a 16 hours training and/or development programs. Thus, out of the 57 regular employees, **a total of 57 employees or 100%** were provided with at least 16 hours of training and/or development programs as of 31 December 2024, the summary of which is hereunder provided:

OBJECTIVES	KPI	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
To provide continuous learning and growth opportunities for all JHMC personnel which includes, but not limited to training, seminar, forums, conferences, coaching, mentoring, focused group discussion, and short courses.	Provision of 16 hours relevant training and/or development program per JHMC personnel based on the approved Human Resource Development Program (HRDP).	52 Employees	52 Employees	32 Employees	25 Employees

D.1.2 Organizational Development Programs

Some of the organizational development programs provided were the following:



Safety and Security Related
Training: Fire Safety
Awareness Training
22 April 2024
Bureau of Fire Protection
Baguio | ASD - HRD
Bell House, Camp John Hay,
Baguio City



Safety and Security Related
Knowledge Training: Forest
Fire Management
23 April 2024
Bureau of Fire Protection
Baguio | ASD - HRD
Bell House, Camp John Hay,
Baguio City



Capacity Building for JHMC
Committee on Anti - Red
Tape
16 April 2024
Anti - Red Tape Authority



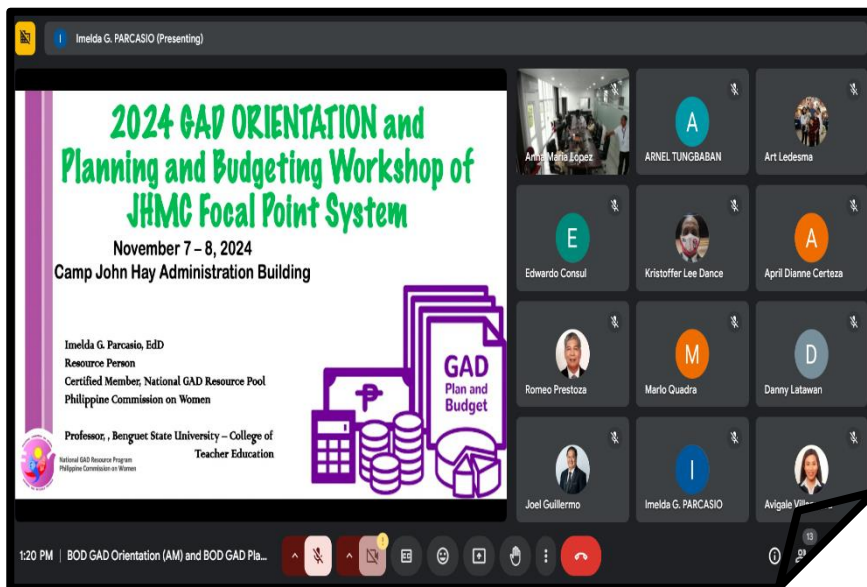
Quality Management
System: Quality Workplace
Standards
27 May 2024
Alfa Personnel Care
Language Tutorial Inc.
Bell House, Camp John Hay,
Baguio City



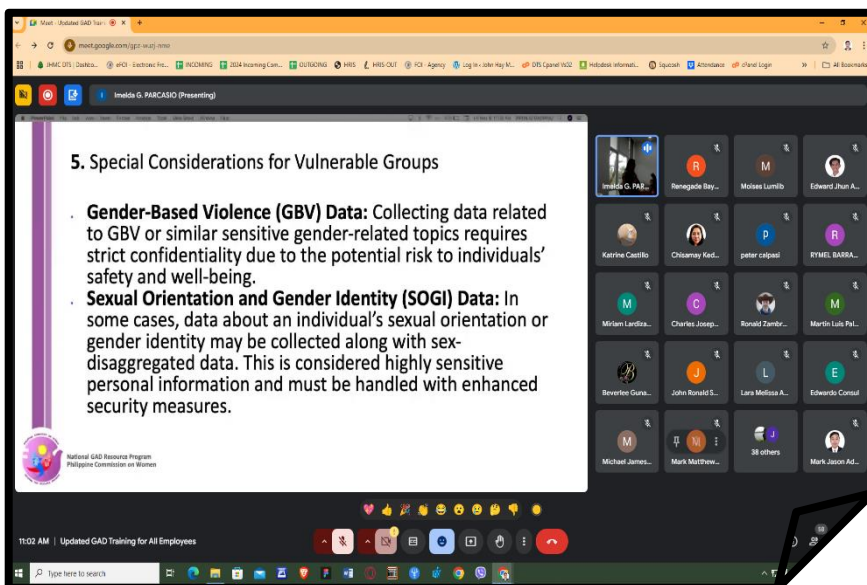
Environmental Management
System: Industrial Hygiene
28 May 2024
Alfa Personnel Care
Language Tutorial Inc.
Bell House, Camp John Hay,
Baguio City



SEC Small and Medium Industries and Large Enterprises Embracing Sustainability (SEC SMILEES)
18 September 2024
Securities and Exchange Commission
Ion Hotel, Baguio City



GAD Orientation, Planning and Budgeting for 2025
Dr. Imelda G. Parcasio
07 November 2024
JHMC Board Room



GAD Training on RA 1131 Safe Spaces Act
Dr. Imelda Parcasio
08 November 2024
JHMC Conference Room/Online

D.1.3 Staff Meetings



19 January 2024

Staff Meeting Agenda:

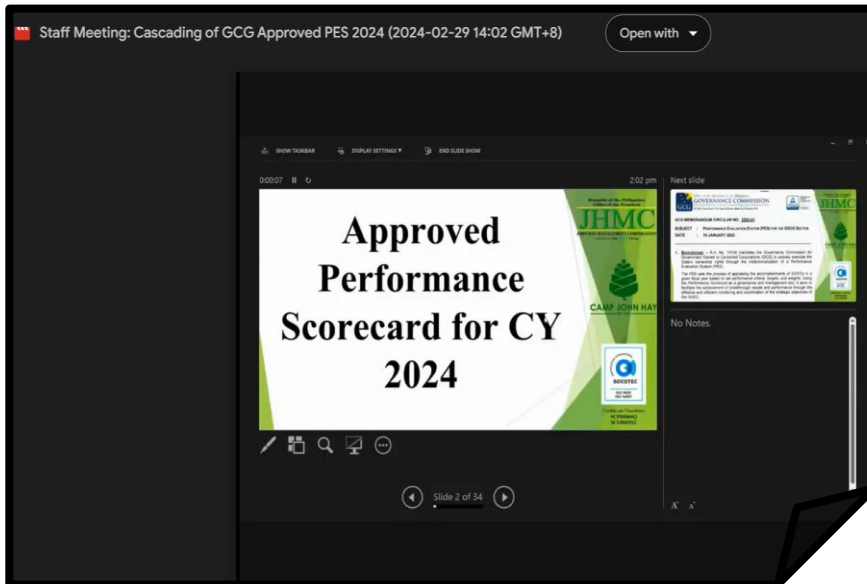
1. Corporate Planning Unit: Amended Quality Manual, and SPMS,
2. Human Resource Division: Statement of Assets, Liabilities and Net Worth (SALN)



19 February 2024

Staff Meeting Agenda:

1. Provident Fund,
2. GSIS Migration



29 February 2024
Staff Meeting Agenda:
Cascading of GCG
Approved PES 2024



27 May 2024
Staff Meeting Agenda:
Intended for incoming and
outgoing President and CEO



12 December 2024
Staff Meeting Agenda:
1. CPU: a. Cascading of the
Amended JHMC Charter
Statement and Strategy Map,
b. Guidelines for the
preparation and submission of
the 2025 (IPCR) Forms, 2.
HRD: a. Cascading of Policy
on Recruitment, Selection and
Hiring; b. Code of Discipline;
c. National ID Schedule for
JHMC Employees and
Locators, 3. EMD: General
Updates

D.2 Work-Life Balance

The JHMC continuously promotes the well-being of its employees regardless of position, age, sex, civil status, religion, belief, and culture through the conduct of various activities such as physical, financial, environmental, emotional, and spiritual. Thus, the JHMC, developed and implemented the following programs to ensure a work-life balance amongst all employees, to wit:

D.2.1 Team Building Activity and Health and Wellness Activity



13 – 15 March, 2024
JHMC Team Building
Activity at San Juan, La
Union
One Team! One Hurray!



13 – 15 March, 2024
JHMC Team Building
Activity at San Juan, La
Union
One Team! One Hurray!



13 – 15 March, 2024
JHMC Team Building
Activity at San Juan, La
Union
One Team! One Hurray!



22 March, 2024
Health and Wellness Kick Off
Program



22 March, 2024
Health and Wellness Kick Off
Program



Fridays Health and Wellness
Activity



Fridays Health and Wellness
Activity



30 October 2024
Health and Wellness Closing
Program



30 October 2024
Health and Wellness Closing
Program



D.3 Rewards and Recognition

JHMC conducted a Recognition Program to the **Loyalty Awardees for CY 2024**, to wit:





15 years
Joey Bongdoen Ayeo - eo



15 years
Ronald Corpuz Santos



15 years
Anne Maria Gilas Lopez
Represented by: April Dianne
D. Certeza



10 years
Lea Contada Quisoben -
Maguilao



10 years
Jose Batang Tagle
Represented by: Rodel P.
Villanueva



5 years
Beverlee Quela Gunaden



5 years
Avigale Cenon Villanueva

D.4 Gender and Development (GAD) Program

07-08 October 2024 – 4th Investment Promotion Agencies' (IPA) GAD Forum held at the TIEZA, Auditorium, Double Dragon, Meridian Tower, Diosdado Macapagal Avenue, Pasay City.

