

JOHN HAY MANAGEMENT CORPORATION EMPLOYEE														REMARKS: at least 16 hours of training/seminar/forum/developmental activity requirement
NAME OF EMPLOYEE	January	February	March	April	May	June	July	August	September	October	November	December		
8 Bello, Zaldy Aplado	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Pangbenga Kick Off Parade 03 February 2024	Team Building: One Team One Hurray 14 March 2024 ASD - IRD EM Royale Hotel and Beach Resort, San Juan, La Union	2024 Cordillera Regional Tourism Investment Forum: "Elevating Opportunities: Sustainable Investments in Mountain Tourism" 02 - 03 April, 2024 Department of Tourism Cordillera	Staff Meeting 31 May 2024	Operations Planning for CY 2025 19 - 20 June 2024 Soto Grande, Baguio City							Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 JPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD IRD 12 December 2024 JHMC Giant Steps	
		Branding Workshop 06 - 07 February 2024 DRYN Business Consulting Co. IRD Project Fib Hall, Venus Park View Hotel, Baguio City		Validation of the SEZAD 2023 OPER and IPER 01 April, 2024 CPU IRD										
		Pangbenga Grand Street Dance and Float Parade 25 February 2024		2023 Performance Review Conference 15 April, 2024 CPU										
				Safety and Security Related Training: Fire Safety Awareness Training 22 April 2024 Bureau of Fire Protection Baguio ASD IRD Bell House, Camp John Hay, Baguio										
				1st Quarter CY 2024 Performance Review 26 April, 2024 CPU										
9 Bogpit, Mervy Batacao	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Pangbenga Kick Off Parade 03 February 2024	Team Building: One Team One Hurray 14 March 2024 ASD - IRD EM Royale Hotel and Beach Resort, San Juan, La Union	Validation of the ASD 2023 OPER and IPER 01 April, 2024 CPU IRD	Quality Management System: Quality Workplace Standards 27 May 2024 Afa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio	1st Session: Review of the Citizen's Charter of the ASD-GSD with CPU and QMS (Streamlining Process) 05 & 05 June 2024		Enhancing Procurement Expertise 06 - 09 August 2024 Government Procurement and Policy Board GPPB-TSO Building, Commonwealth Avenue, Diliman, Quezon City	QMS Management Review 20 September, 2024 Palm Grove Resort, Asin, Tuba, Benguet			GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Paresaso 08 November, 2024 JHMC Conference Room/Online		
		Pangbenga Grand Street Dance and Float Parade 25 February 2024	Health and Wellness Kick - off Program 22 March 2024 ASD - IRD Camp John Hay, Baguio City	Safety and Security Related Training: Fire Safety Awareness Training 22 April 2024 Bureau of Fire Protection Baguio ASD IRD Bell House, Camp John Hay, Baguio	Staff Meeting 31 May 2024		Internal Control Standards for the Philippine Public Sector 27 - 29 August, 2024 Commission on Audit Cordillera Administrative Region		SIC: Small and Medium Industries and Large Enterprises Embracing Sustainability (SIC-SMILEES) 18 September 2024 Securities and Exchange Commission San Hotel, Baguio City					
		Staff Meeting Cascading of GCG Approved PIS 2024 29 February 2024		Appraisal and Disposal of Government Properties 23 - 25 April, 2024 ICDA Mikasa Village, New Clark City										
10 Boncodin, Rodol Maglaya	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Pangbenga Kick Off Parade 03 February 2024	Team Building: One Team One Hurray 14 March 2024 ASD - IRD EM Royale Hotel and Beach Resort, San Juan, La Union	Validation of the ASD 2023 OPER and IPER 01 April, 2024 CPU IRD	Quality Management System: Quality Workplace Standards 27 May 2024 Afa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio							GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Paresaso 08 November, 2024 JHMC Conference Room/Online		
		Pangbenga Grand Street Dance and Float Parade 25 February 2024	Health and Wellness Kick - off Program 22 March 2024 ASD - IRD Camp John Hay, Baguio City	Safety Auditing Course 22 - 26 April, 2024 World Safety Organization	Staff Meeting 31 May 2024									
11 Buanagan, Charlyne Macalalag								Philippine Experience Program in the Cordillera: Culture, Heritage, and Arts Caravan Makayson Training 16 - 18 September 2024 Department of Tourism CAR Ion Hotel, Legarda Road, Baguio City	EMS Management Review EMS Core Team 04 October, 2024 Bell House, Camp John Hay, Baguio City	QMS and SPMS Orientation for Newly Hired Employees Corporate Planning Unit 11 October 2024 Conference Room, JHMC Office	RA 9184 Procurement Law Atty. Leticia O. Clemente 08 November, 2024 JHMC Board Room	Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 JPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD IRD	Appointed on 01 July 2024	
12 Calubhat, Mary Ellen Sengco		Branding Workshop 06 - 07 February 2024 DRYN Business Consulting Co. IRD Project Fib Hall, Venus Park View Hotel, Baguio City	Review of Citizen's Charter and Operations Manual of the Legal Department 04 - 05 March 2024	Validation of the LD 2023 OPER and IPER 01 April, 2024 CPU IRD	Data Protection Officer Training and Certification Program 06 - 10 May 2024 TUV Rheinland Philippines Inc.	Operations Planning for CY 2025 20 June 2024 Soto Grande, Baguio City		Enhancing Procurement Expertise 06 - 09 August 2024 Government Procurement and Policy Board GPPB-TSO Building, Commonwealth Avenue, Diliman, Quezon City	QMS Management Review 20 September, 2024 Palm Grove Resort, Asin, Tuba, Benguet	Corporate Recovery and Tax Incentives for Enterprises Maximise Opportunities for Reinvigorating the Economy (CREATE MORE) bill Implementing Rules and Regulations (IRR) Workshop Department of Finance - Fiscal Incentives Review Board 01 October, 2024 Paguay City	Introduction to Public-Private Partnership Code and Its Implementing Rules and Regulations Governance Commission for Government Owned or Controlled Corporations 12 - 13 November, 2024	Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 JPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD IRD 12 December 2024 JHMC Giant Steps		
		Strategy Workshop for the Review and Updating of Republic Act No 9285 on the Alternative Dispute Resolution Act of 2004 19 February 2024 Policy Development and Evaluation Division Department of Justice -Office of the Secretary	Team Building: One Team One Hurray 14 March 2024 ASD - IRD EM Royale Hotel and Beach Resort, San Juan, La Union	2023 Performance Review Conference 15 April, 2024 CPU	Staff Meeting 31 May 2024				Mandatory Continuing Legal Education 24 - 27 September, 2024 Department of Justice Office of the Government Corporate Counsel B Hotel, 4 Secret Ribbon St., Quezon City	2nd Quarter Performance Review Corporate Planning Unit 18 October 2024 Palace Hotel, Baguio City	Corporate Recovery and Tax Incentives for Enterprises Maximize Opportunities for Reinvigorating the Economy (CREATE MORE) bill Implementing Rules and Regulations (IRR) Workshop 11 - 15 November, 2024 Subic			
		Pangbenga Grand Street Dance and Float Parade 25 February 2024		1st Quarter CY 2024 Performance Review 26 April, 2024 CPU										
				5th Anniversary of the Enactment of Republic Act (R.A.) No. 9285 or the Alternative Dispute Resolution (ADR) Act of 2004 "Transformative Justice: 20 years of ADR Reshaping the Philippine Legal Landscape" 30 April 2024 Department of Justice Office for Alternative Dispute Resolution Monet 3 Ballroom, 2nd Floor, Novotel Manila Araneta City, General Aguinaldo										
13 Calpasi, Peter Balangoy Jr.	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Pangbenga Kick Off Parade 03 February 2024	Team Building: One Team One Hurray 14 March 2024 ASD - IRD EM Royale Hotel and Beach Resort, San Juan, La Union	Safety and Security Related Training: Fire Safety Awareness Training 22 April 2024 Bureau of Fire Protection Baguio ASD IRD Bell House, Camp John Hay, Baguio City	Assessment of Bioinvasion and Proliferation of Exotic Plant Species in Baguio City: A Basis for the Policy Inputs on the Management of Exotic Plants and Promotion and Restoration of Native Plants 06 May 2024 University of the Philippines Baguio, Department of Biology, College of Science Lobo of the Valley Farms, La Trinidad,				Short Online Training Course on Environmental Impact Assessment 16 - 20 September 2024 University of the Philippines Los Baños	EMS Management Review EMS Core Team 04 October, 2024 Bell House, Camp John Hay, Baguio City	GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Paresaso 08 November, 2024 JHMC Conference Room/Online	Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 JPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD IRD 12 December 2024 JHMC Giant Steps		

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Certeza, April Dianne Dofredo	<p>Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024</p>	<p>Pangbenga Kick Off Parade 03 February 2024</p> <p>Branding Workshop 06 - 07 February 2024 DRYN Business Consulting Co. BDD Project Fib Hall, Venus Park View Hotel, Baguio City</p> <p>Pangbenga Grand Street Dance and Float Parade 18 February 2024</p>		<p>Validation of the OCS 2023 OPER and IPER 05 April, 2024 CPU HRD</p> <p>Stewardship Summit IV: Gathering of Nobles Stewardship Para sa Baguio Pilipinas 24 - 26 April, 2024 Council for Restoration of Filipino Values</p> <p>Staff Meeting 31 May 2024</p>	<p>Quality Management System: Quality Workplace Standards 27 May 2024 Alfa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio</p> <p>Essentials of Crisis Communication and Analytics In-depth Training Workshop 29 - 31 May 2024 Strategic One Business Management Consultancy Firm</p> <p>Staff Meeting 31 May 2024</p>				<p>QMS Management Review 20 September, 2024 Palm Grove Resort, Asin, Tuba, Benguet</p>	<p>GAD Orientation, Planning and Budgeting for 2025 Dr. Imelda G. Paracasio 07 November, 2024 JHMC Board Room</p> <p>RA 9184 Procurement Law Atty. Leticia O. Clemente 08 November, 2024 JHMC Board Room</p>	<p>Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 IPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD HRD 12 December 2024 JHMC Guest Steps</p>	
Chopchopen, Beverly Anongos	<p>Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024</p>	<p>Pangbenga Kick Off Parade 03 February 2024</p> <p>Branding Workshop 06 - 07 February 2024 DRYN Business Consulting Co. BDD Project Fib Hall, Venus Park View Hotel, Baguio City</p> <p>Pangbenga Grand Street Dance and Float Parade 18 February 2024</p>	<p>Health and Wellness Kick - off Program 22 March 2024 ASD - HRD Camp John Hay, Baguio City</p>	<p>Validation of the FSD 2023 OPER and IPER 01 April, 2024 CPU HRD</p> <p>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</p>	<p>Staff Meeting 31 May 2024</p>			<p>Enhancing Procurement Expertise 06 - 09 August 2024 Government Procurement and Policy Board GPPB-TSO Building, Commonwealth Avenue, Diliman, Quezon City</p>	<p>Seminar on Government Transactions: Tax Compliance of Government Agencies, Petition for Money Claim and Relief from Accountability, Competency-Based on Recruitment Selection and Placement 27 - 28 September 2024 Government Association of Certified Public Accountants - La Union Chapter and Philippine Institute of Certified Public Accountants - La Union Chapter Hotel Ariana, Bantang, La Union</p> <p>SEC Small and Medium Industries and Large Enterprises Embracing Sustainability (SEC-SMILES) 18 September 2024 Securities and Exchange Commission Ion Hotel, Baguio City</p>	<p>GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Paracasio 08 November, 2024 JHMC Conference Room/Online</p>	<p>Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 IPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD HRD 12 December 2024 JHMC Guest Steps</p>	
Colcol, Ebel Undalos	<p>Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024</p>	<p>Branding Workshop 06 - 07 February 2024 DRYN Business Consulting Co. BDD Project Fib Hall, Venus Park View Hotel, Baguio City</p>		<p>Validation of the ASD 2023 OPER and IPER 01 April, 2024 CPU HRD</p> <p>2023 Performance Review Conference 15 April, 2024 CPU</p> <p>1st Quarter CY 2024 Performance Review 26 April, 2024 CPU</p>	<p>Staff Meeting 31 May 2024</p>	<p>1st Session: Review of the Citizen's Charter of the ASD-GSD with CPU and QMS (Streamlining Process) 05 June 2024</p> <p>Operations Planning for CY 2025 19 - 20 June 2024 Sono Grande, Baguio City</p>			<p>QMS Management Review 20 September, 2024 Palm Grove Resort, Asin, Tuba, Benguet</p>	<p>EMS Management Review EMS Core Team 04 October, 2024 Bell House, Camp John Hay, Baguio</p> <p>3rd Quarter Performance Review Corporate Planning Unit 18 October 2024 Palace Hotel, Baguio City</p>	<p>Introduction to Public-Private Partnership Code and Its Implementing Rules and Regulations Governance Commission for Government Owned or Controlled Corporations 12 - 12 November, 2024</p>	
Coronel, Danilo Lastrolo					<p>Staff Meeting 31 May 2024</p>	<p>1st Session: Review of the Citizen's Charter of the ASD-GSD with CPU and QMS (Streamlining Process) 03 & 05 June 2024</p>			<p>EMS Orientation for Newly Hired Employees EMS Core Team 17 October, 2024 JHMC Office Building</p>	<p>GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Paracasio 08 November, 2024 JHMC Conference Room/Online</p>		
Costales, April Joy Benesig	<p>Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024</p>	<p>Pangbenga Kick Off Parade 03 February 2024</p> <p>Branding Workshop 06 - 07 February 2024 DRYN Business Consulting Co. BDD Project Fib Hall, Venus Park View Hotel</p> <p>Basic Customer Service Skills Training 15 - 16 February, 2024 Civil Service Commission Cordillera Administrative Region</p> <p>Pangbenga Grand Street Dance and Float Parade 18 February 2024 Staff Meeting Cascading of GCG Approved PIS 2024 22 February 2024</p>	<p>Stakeholder Consultation for the Implementing Rules and Regulations of Republic Act No. 11966 or the Public-Private Partnership Code of the Philippines 01 March 2024 Public-Private Partnership Center of the</p> <p>Team Building: One Team One Hurry 14 March 2024 EM Royale Hotel and Beach Resort, San Juan, La Union</p> <p>Health and Wellness Kick - off Program 22 March 2024 Camp John Hay, Baguio City</p>	<p>Validation of BDD 2023 OPER and IPER 05 April, 2024 CPU HRD</p> <p>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</p> <p>Essentials of Crisis Communication and Analytics In-depth Training Workshop 29 - 31 May 2024 Strategic One Business Management Consultancy Firm</p> <p>Staff Meeting 31 May 2024</p>	<p>Quality Management System: Quality Workplace Standards 27 May 2024 Alfa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City</p> <p>Ripano Brand of Service Excellence Training June 28, 2024 The Orchard Hotel, Legarda Road, Baguio City</p>			<p>Philippine Experience Program in the Cordillera: Culture, Heritage, and Arts Caravan Makayon Training 16 September 2024 Department of Tourism CAR Ion Hotel, Legarda Road, Baguio City</p> <p>QMS Management Review 20 September, 2024 Palm Grove Resort, Asin, Tuba, Benguet</p>	<p>GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Paracasio 08 November, 2024 JHMC Conference Room/Online</p>	<p>Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 IPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD HRD 12 December 2024 JHMC Guest Steps</p>		
Dawngui, Julie-Ann Suralo	<p>Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024</p>	<p>Pangbenga Grand Street Dance and Float Parade 25 February 2024</p> <p>Staff Meeting Cascading of GCG Approved PIS 2024 29 February 2024</p>	<p>Team Building: One Team One Hurry 14 March 2024 EM Royale Hotel and Beach Resort, San Juan, La Union</p> <p>Health and Wellness Kick - off Program 22 March 2024 Camp John Hay, Baguio City</p>	<p>Validation of the FSD 2023 OPER and IPER 01 April, 2024 CPU HRD</p> <p>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</p>	<p>Quality Management System: Quality Workplace Standards 27 May 2024 Alfa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio</p> <p>Staff Meeting 31 May 2024</p>			<p>Internal Control Standards for the Philippine Public Sector 27 - 29 August, 2024 Commission on Audit Cordillera Administrative Region</p>		<p>GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Paracasio 08 November, 2024 JHMC Conference Room/Online</p> <p>Essentials Skills in Project Procurement and Contract Management Government Procurement and Policy Board 26 - 29 November, 2024 GPPB-TSO Building, Commonwealth Avenue, Diliman, Quezon City</p>	<p>Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 IPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD HRD 12 December 2024 JHMC Guest Steps</p>	

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26 Figuerres, Ferdinand Loyola	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Pangbenga Kick Off Parade 03 February 2024	Team Building: One Team One Hurry 14 March 2024 ASD - HRD EM Royale Hotel and Beach Resort, San Juan, La Union	Validation of the EAMD 2023 OPR and IPR 04 April 2024 CPU HRD	GreenTech Summit 2024: Harmonizing Technology and People Catalysts for a Resilient and Sustainable Future 23 - 24 May 2024 Philippine Institute of Civil Engineers (PICE) Baguio Chapter and the Road Engineering Association of the Philippines (REAP) Newton Plaza Convention Center, 1st Quarter CY 2024 Performance Review 26 April 2024 CPU Baguio Palace Hotel	Quality Management System: Quality Workplace Standards 27 May 2024 Afa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City	Operations Planning for CY 2025 19 - 20 June 2024 Soto Grande, Baguio City		QMS Management Review 20 September, 2024 Palm Grove Resort, Awin, Tuba, Benguet	EMS Management Review 04 October 2024 Bell House, Camp John Hay, Baguio City	GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Purasiao 08 November, 2024 JHMC Conference Room/Online	Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 IPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD HRD 12 December 2024 JHMC Giant Steps		
		Branding Workshop 06 - 07 February 2024 DRVN Business Consulting Co. BBD Project Fb. Hall, Venus Park View Hotel, Baguio City		1st Quarter CY 2024 Performance Review 26 April 2024 CPU Baguio Palace Hotel	Quality Management System: Quality Workplace Standards 27 May 2024 Afa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City	Environmental Management System: Industrial Hygiene 28 May 2024 Afa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City				3rd Quarter Performance Review Corporate Planning Unit 18 October 2024 Palace Hotel, Baguio City				
		Pangbenga Grand Street Dance and Float Parade 25 February 2024												
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27 Camden, Beverlee Quela	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Pangbenga Kick Off Parade 03 February 2024	Review of Citizen's Charter and Operations Manual of the Legal Department 04 - 05 March 2024	Validation of 2023 OPR and IPR 01 - 05 April, 2024 CPU HRD	BCDA Group Communicators Network Workshop 20 - 21 May 2024 Bases Conversion Development Authority Public Affairs Department Mess Hall Athletes' Village New Clark	Quality Management System: Quality Workplace Standards 27 May 2024 Afa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City	Operations Planning for CY 2025 19 - 20 June 2024 Soto Grande, Baguio City		QMS Management Review 20 September, 2024 Palm Grove Resort, Awin, Tuba, Benguet	3rd Quarter Performance Review Corporate Planning Unit 18 October 2024 Palace Hotel, Baguio City	GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Purasiao 08 November, 2024 JHMC Conference Room/Online	Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 IPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD HRD 12 December 2024 JHMC Giant Steps		
		Arts Orientation on the Accomplishment of the Annual Regulatory Plan Awin-Red Tape Authority 30 January 2024	Team Building: One Team One Hurry 14 March 2024 ASD - HRD EM Royale Hotel and Beach Resort, San Juan, La Union	2023 Performance Review Conference 15 April 2024 CPU	Capacity Building for JHMC Committee on Anti - Red Tape 16 April 2024 ASD - HRD Bell House, Camp John Hay, Baguio City	Quality Management System: Quality Workplace Standards 27 May 2024 Afa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City					Introduction to Public Private Partnership Code and Its Implementing Rules and Regulations Governance Commission for Government Owned or Controlled Corporations 12 - 13 November 2024			
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					General Executive Briefing on the National Policy on Regulatory Management System (NPRMS) and Regulatory Impact Assessment (RIA) 30 April, 2024									
28 Haban, Christopher Cutilan	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Branding Workshop 06 - 07 February 2024 DRVN Business Consulting Co. BBD Project Fb. Hall, Venus Park View Hotel, Baguio City	Launching of Fire Prevention Month CY 2024 through kick - off program and motorcade 04 March 2024 Mekin Jones Football Grounds	Validation of the EAMD 2023 OPR and IPR 04 April 2024 CPU HRD	Assessment of Bioinvasion and Proliferation of Exotic Plant Species in Camp John Hay Forest Reserve in Baguio City: A Basis for the Policy Inputs on the Management of Exotic Plants and Promotion and Restoration of Native Plants 09 May 2024 University of the Philippines Baguio, Department of Biology, College of Science Eto of the Valley Farms, La Trinidad	Quality Management System: Quality Workplace Standards 27 May 2024 Afa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City	Supervisory Development Track 1 06 - 09 August, 2024 Civil Service Commission Cordillera Administrative Region		Short Online Training Course on Environmental Impact Assessment 16 - 20 September 2024 University of the Philippines Los Baños	EMS Management Review 04 October, 2024 Bell House, Camp John Hay, Baguio City	GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Purasiao 08 November, 2024 JHMC Conference Room/Online	Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 IPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD HRD 12 December 2024 JHMC Giant Steps		
		Pangbenga Grand Street Dance and Float Parade 25 February 2024	Team Building: One Team One Hurry 14 March 2024 ASD - HRD EM Royale Hotel and Beach Resort, San Juan, La Union	Flagging Activity at Camp John Hay, Baguio City	GreenTech Summit 2024: Harmonizing Technology and People Catalysts for a Resilient and Sustainable Future 23 - 24 May 2024 Philippine Institute of Civil Engineers (PICE) Baguio Chapter and the Road Engineering Association of the Philippines (REAP) Newton Plaza Convention Center, Environmental Management System: Industrial Hygiene 28 May 2024 Afa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City	Staff Meeting 31 May 2024								
29 Hidalgo, Cristoper Aguilar													Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 IPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD HRD 12 December 2024	Appointed on 11 November 2024

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		Staff Meeting Cascading of GCG Approved PIS 2024 29 February 2024	Health and Wellness Kick - off Program 22 March 2024 ASD - HRD Camp John Hay, Baguio City	Safety and Security Related Knowledge Training: Forest Fire Management 23 April 2024 Bureau of Fire Protection (BFP) ASD - HRD Bell House, Camp John Hay, Baguio City	Staff Meeting 31 May 2024									
Mejia, Editha Malong	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Pangabenga Kick Off Parade 03 February 2024		Validation of the EAMD 2023 OPER and IPER 04 April 2024 CPU HRD	Greentech Summit 2024: Harmonizing Technology and People Catalysts for a Resilient and Sustainable Future 23 - 24 May, 2024 Philippine Institute of Civil Engineers (PICE) Baguio Chapter and the Road Engineering Association of the Philippines (REAP) Newtown Plaza Convention Center,	Operations Planning for CY 2025 19 - 20 June 2024 Soto Grande, Baguio City			QMS Management Review 20 September, 2024 Palm Grove Resort, Añi, Tuba, Benguet	EMS Management Review EMS Core Team 04 October, 2024 Bell House, Camp John Hay, Baguio City	GAD Orientation, Planning and Budgeting for 2025 Dr. Imelda G. Parcasio 07 November, 2024 JHMC Board Room	Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map. (2) Guidelines in the preparation and submission of the 2025 IPCR forms. (3) Cascading of policies on recruitment, selection & placement and Code of Discipline. (4) National ID application schedule. (5) EMD general updates		
		Branding Workshop 06 - 07 February 2024 DRVN Business Consulting Co. HRD Fib Hall, Venns Park View Hotel, Baguio City		Safety and Security Related Training: Fire Safety Awareness Training 22 April 2024 Bureau of Fire Protection (BFP) ASD - HRD Bell House, Camp John Hay, Baguio City	Environmental Management System: Industrial Hygiene 25 May 2024 Alfa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City					Short Online Training Course on Environmental Impact Assessment (E-20) September 2024 University of the Philippines Los Baños	3rd Quarter Performance Review Corporate Planning Unit 18 October 2024 Palace Hotel, Baguio City	GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Parcasio 08 November, 2024 JHMC Conference Rooms/Online	ASD HRD 12 December 2024 JHMC Giant Steps	
		Pangabenga Grand Street Dance and Float Parade 25 February 2024		Staff Meeting Cascading of GCG Approved PIS 2024	1st Quarter CY 2024 Performance Review 26 April, 2024 CPU	Staff Meeting 31 May 2024								
Novencido, Arlene Reyes	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Pangabenga Kick Off Parade 03 February 2024	Health and Wellness Kick - off Program 22 March 2024 ASD - HRD Camp John Hay, Baguio City	Validation of the ASD 2023 OPER and IPER 01 April, 2024 CPU HRD	Quality Management System: Quality Workplace Standards 27 May 2024 Alfa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City			Supervisory Development Track 1 06 - 09 August 2024 Civil Service Commission Cordillera Administrative Region	QMS Management Review 20 September, 2024 Palm Grove Resort, Añi, Tuba, Benguet	EMS Management Review EMS Core Team 04 October, 2024 Bell House, Camp John Hay, Baguio City	GAD Orientation, Planning and Budgeting for 2025 Dr. Imelda G. Parcasio 07 November, 2024 JHMC Board Room	Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map. (2) Guidelines in the preparation and submission of the 2025 IPCR forms. (3) Cascading of policies on recruitment, selection & placement and Code of Discipline. (4) National ID application schedule. (5) EMD general updates		
		Arts Orientation on the Accomplishment of the Annual Regulatory Plan Anti-Red Tape Authority 30 January 2024	Branding Workshop 06 - 07 February 2024 DRVN Business Consulting Co. HRD Fib Hall, Venns Park View Hotel, Baguio City		Capacity Building for JHMC Committee on Anti - Red Tape 16 April 2024 Anti - Red Tape Authority	Staff Meeting 31 May 2024					4th Investments Promotion Agencies' Gender and Development (GAD) Forum 07 - 08 October, 2024 Board of Investments TIEZA, Auditorium, Double Dragon, Meridian Tower Diosdado Macapagal Avenue, Pasay City	GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Parcasio 08 November, 2024 JHMC Conference Rooms/Online	ASD HRD 12 December 2024 JHMC Giant Steps	
		Pangabenga Grand Street Dance and Float Parade 25 February 2024		Staff Meeting Cascading of GCG Approved PIS 2024	Safety and Security Related Training: Fire Safety Awareness Training 22 April 2024 Bureau of Fire Protection (BFP) ASD - HRD									
Panganiban, Luzviminda Ngos	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Branding Workshop 06 - 07 February 2024 DRVN Business Consulting Co. HRD Fib Hall, Venns Park View Hotel, Baguio City	Team Building: One Team One Hurry 14 March 2024 ASD - HRD EM Royale Hotel and Beach Resort, San Juan, La Union	Validation of the EAMD 2023 OPER and IPER 04 April, 2024 CPU HRD	Property Developers' Guide to the Building Code HR of the Philippines 23 - 25 May, 2024 Center for Global Best Practices Edsa Shangri-la Hotel, Mandaluyong City	Operations Planning for CY 2025 19 - 20 June 2024 Soto Grande, Baguio City			QMS Management Review 20 September, 2024 Palm Grove Resort, Añi, Tuba, Benguet	EMS Management Review EMS Core Team 04 October, 2024 Bell House, Camp John Hay, Baguio City	GAD Orientation, Planning and Budgeting for 2025 Dr. Imelda G. Parcasio 07 November, 2024 JHMC Board Room	Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map. (2) Guidelines in the preparation and submission of the 2025 IPCR forms. (3) Cascading of policies on recruitment, selection & placement and Code of Discipline. (4) National ID application schedule. (5) EMD general updates		
		Pangabenga Grand Street Dance and Float Parade 25 February 2024		Health and Wellness Kick - off Program 22 March 2024 ASD - HRD Camp John Hay, Baguio City	Safety and Security Related Training: Fire Safety Awareness Training 22 April 2024 Bureau of Fire Protection (BFP) ASD - HRD Bell House, Camp John Hay, Baguio City	Environmental Management System: Industrial Hygiene 25 May 2024 Alfa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City				Short Online Training Course on Environmental Impact Assessment (E-20) September 2024 University of the Philippines Los Baños	4th Investments Promotion Agencies' Gender and Development (GAD) Forum 07 - 08 October, 2024 Board of Investments TIEZA, Auditorium, Double Dragon, Meridian Tower Diosdado Macapagal Avenue, Pasay City	GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Parcasio 08 November, 2024 JHMC Conference Rooms/Online	ASD HRD 12 December 2024 JHMC Giant Steps	
		Staff Meeting Cascading of GCG Approved PIS 2024 29 February 2024		Staff Meeting Cascading of GCG Approved PIS 2024 29 February 2024	1st Quarter CY 2024 Performance Review 26 April, 2024 CPU	Staff Meeting 31 May 2024						3rd Quarter Performance Review Corporate Planning Unit 18 October 2024 Palace Hotel, Baguio City		
Pascua, Noel Crisanto Tadfa	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Branding Workshop 06 - 07 February 2024 DRVN Business Consulting Co. HRD Fib Hall, Venns Park View Hotel, Baguio City	Team Building: One Team One Hurry 14 March 2024 ASD - HRD EM Royale Hotel and Beach Resort, San Juan, La Union	Validation of the SEZAD 2023 OPER and IPER 03 April, 2024 CPU HRD	Staff Meeting 31 May 2024	Operations Planning for CY 2025 19 - 20 June 2024 Soto Grande, Baguio City		Supervisory Development Track 1 06 - 09 August 2024 Civil Service Commission Cordillera Administrative Region	QMS Management Review 20 September, 2024 Palm Grove Resort, Añi, Tuba, Benguet	EMS Management Review EMS Core Team 04 October, 2024 Bell House, Camp John Hay, Baguio City	GAD Orientation, Planning and Budgeting for 2025 Dr. Imelda G. Parcasio 08 November, 2024 JHMC Conference Rooms/Online	Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map. (2) Guidelines in the preparation and submission of the 2025 IPCR forms. (3) Cascading of policies on recruitment, selection & placement and Code of Discipline. (4) National ID application schedule. (5) EMD general updates		
		Pangabenga Grand Street Dance and Float Parade 25 February 2024		Health and Wellness Kick - off Program 22 March 2024 ASD - HRD Camp John Hay, Baguio City	Safety and Security Related Training: Fire Safety Awareness Training 22 April 2024 Bureau of Fire Protection (BFP) ASD - HRD Bell House, Camp John Hay, Baguio City						3rd Quarter Performance Review Corporate Planning Unit 18 October 2024 Palace Hotel, Baguio City			
		Staff Meeting Cascading of GCG Approved PIS 2024 29 February 2024		Staff Meeting Cascading of GCG Approved PIS 2024 29 February 2024	Safety and Security Related Knowledge Training: Forest Fire Management 23 April 2024 Bureau of Fire Protection (BFP) ASD - HRD Bell House, Camp John Hay, Baguio City									
Perez, Darwin Cachero	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Pangabenga Kick Off Parade 03 February 2024	Team Building: One Team One Hurry 14 March 2024 ASD - HRD EM Royale Hotel and Beach Resort, San Juan, La Union	Validation of the ASD 2023 OPER and IPER 01 April, 2024 CPU HRD	Data Protection Officer Training and Certification Program 06 - 10 May 2024 TVU Rheinland Philippines Inc.	Operations Planning for CY 2025 19 - 20 June 2024 Soto Grande, Baguio City		Enhancing Procurement Expertise 06 - 09 August 2024 Government Procurement and Policy Board GPPB TSO Building, Commonwealth Avenue, Diliman, Quezon City	QMS Management Review 20 September, 2024 Palm Grove Resort, Añi, Tuba, Benguet	EMS Management Review EMS Core Team 04 October, 2024 Bell House, Camp John Hay, Baguio City	GAD Orientation, Planning and Budgeting for 2025 Dr. Imelda G. Parcasio 07 November, 2024 JHMC Board Room	Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map. (2) Guidelines in the preparation and submission of the 2025 IPCR forms. (3) Cascading of policies on recruitment, selection & placement and Code of Discipline. (4) National ID application schedule. (5) EMD general updates		
		Branding Workshop 06 - 07 February 2024 DRVN Business Consulting Co. HRD Fib Hall, Venns Park View Hotel, Baguio City	Health and Wellness Kick - off Program 22 March 2024 ASD - HRD Camp John Hay, Baguio City		1st Quarter CY 2024 Performance Review 26 April, 2024 CPU Baguio Palace Hotel	Seminars-Workshop on Records Creation: Disaster Preparedness and Business Continuity (RCDDP) (National Archives of the Philippines) 14 - 16 May 2024 The Bayleaf Hotel Intramuros Marilla Corner Victoria Streets, Intramuros, Baguio City					4th Investments Promotion Agencies' Gender and Development (GAD) Forum 07 - 08 October, 2024 Board of Investments TIEZA, Auditorium, Double Dragon, Meridian Tower Diosdado Macapagal Avenue, Pasay City	GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Parcasio 08 November, 2024 JHMC Conference Rooms/Online	ASD HRD 12 December 2024 JHMC Giant Steps	
		Pangabenga Grand Street Dance and Float Parade 25 February 2024		Staff Meeting Cascading of GCG Approved PIS 2024 29 February 2024	Quality Management System: Quality Workplace Standards 27 May 2024 Alfa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City							3rd Quarter Performance Review Corporate Planning Unit 18 October 2024 Palace Hotel, Baguio City		
Quadra, Mario Ignacio Villalobos	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Pangabenga Kick Off Parade 03 February 2024	Team Building: One Team One Hurry 14 March 2024 ASD - HRD EM Royale Hotel and Beach Resort, San Juan, La Union	Validation of the ASD 2023 OPER and IPER 01 April, 2024 CPU HRD		Operations Planning for CY 2025 19 - 20 June 2024 Soto Grande, Baguio City			QMS Management Review 20 September, 2024 Palm Grove Resort, Añi, Tuba, Benguet	Mandatory Continuing Legal Education 24 - 27 September, 2024 Department of Justice Office of the Government Corporate Counsel B Hotel, 4 Scout Rallos St., Quezon City		Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map. (2) Guidelines in the preparation and submission of the 2025 IPCR forms. (3) Cascading of policies on recruitment, selection & placement and Code of Discipline. (4) National ID application schedule. (5) EMD general updates		
Quio, Benjamin Patingnan Jr.	Pangabenga Kick Off Parade 03 February 2024	Team Building: One Team One Hurry 14 March 2024 ASD - HRD EM Royale Hotel and Beach Resort, San Juan, La Union	Validation of the ASD 2023 OPER and IPER 01 April, 2024 CPU HRD	Quality Management System: Quality Workplace Standards 27 May 2024 Alfa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City	1st Session: Review of the Citizen's Charter of the ASD-GSD with CPU and QMS (Streamlining Process) 03 & 05 June 2024				QMS Management Review 20 September, 2024 Palm Grove Resort, Añi, Tuba, Benguet	EMS Management Review EMS Core Team 04 October, 2024 Bell House, Camp John Hay, Baguio City	GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Parcasio 08 November, 2024 JHMC Conference Rooms/Online	Staff Meeting: (1) Cascading of the amended JHMC charter statement and strategy map. (2) Guidelines in the preparation and submission of the 2025 IPCR forms. (3) Cascading of policies on recruitment, selection & placement		

JOHN HAY MANAGEMENT CORPORATION EMPLOYEE													REMARKS: at least 16 hours of training/seminar/forum/developmental activity requirement
NAME OF EMPLOYEE	January	February	March	April	May	June	July	August	September	October	November	December	
		Branding Workshop 06 - 07 February 2024 DRVYN Business Consulting Co. BBD Project Fib. Hall, Venus Park View Hotel, Baguio City	Health and Wellness Kick - off Program 22 March 2024 ASD - HRD Camp John Hay, Baguio City	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	Environmental Management System: Industrial Hygiene 23 May 2024 Alfa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City	Operations Planning for CY 2025 19 - 20 June 2024 Soto Grande, Baguio City				3rd Quarter Performance Review Corporate Planning Unit 18 October 2024 Palace Hotel, Baguio City		application schedule, (5) EMD general updates ASD HRD 12 December 2024 JHMC Guest Steps	
43	Quisoben-Maguilao, Lea Contada	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Branding Workshop 06 - 07 February 2024 DRVYN Business Consulting Co. BBD Project Fib. Hall, Venus Park View Hotel, Baguio City	Review of Citizen's Charter and Operations Manual of the Legal Department 04 March 2024	Validation of 2023 OPER and IPER 01 - 05 April, 2024 CPU HRD	Data Protection Officers Training and Certification Program 06 - 10 May 2024 TUV Rheinland Philippines Inc.	1st Session: Review of the Citizen's Charter of the ASD-GSD with CPU and QMS (Streamlining Process) 03 & 05 June 2024		QMS Management Review 20 September, 2024 Palm Grove Resort, Asin, Tuba, Benguet	EMS Management Review EMS Core Team 04 October, 2024 Bell House, Camp John Hay, Baguio City	GAD Orientation, Planning and Budgeting for 2025 Dr. Imelda G. Parcasio 07 November, 2024 JHMC Board Room	Staff Meeting (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 IPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD HRD 12 December 2024 JHMC Guest Steps	
		Orientation on the Annual Regulatory Plan and Other Requirements Under ARTA Memorandum Circular No. 2022-06, which was Established the National Policy on Regulatory Management System Anti-Red Tape Authority 30 January 2024, 01:00 PM to 04:00 PM	Pangbenga Grand Street Dance and Float Parade 25 February 2024	Health and Wellness Kick - off Program 22 March 2024 ASD - HRD Camp John Hay, Baguio City	2023 Performance Review Conference 15 April, 2024 CPU	Quality Management System: Quality Workplace Standards 27 May 2024 Alfa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City	Operations Planning for CY 2025 19 - 20 June 2024 Soto Grande, Baguio City			4th Investments Promotion Agencies' Gender and Development (GAD) Forum 07 - 08 October, 2024 Board of Investments TIEZA, Auditorium, Double Dragon, Meridian Tower Diosdado Macapagal	GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Parcasio 08 November, 2024 JHMC Conference Room/Online	Philippine Quality Award Application Development Course Development Academy of the Philippines 11 - 15 November, 2024 Manki	
		Staff Meeting / Cascading of GCG Approved PIS 2024 29 February 2024		Capacity Building for JHMC Committee on Anti - Red Tape 16 April 2024 Anti-Red Tape Authority	Appraisal and Disposal of Government Properties 23 - 25 April, 2024 BCDA	1st Quarter CY 2024 Performance Review 26 April, 2024 CPU	General Executive Briefing on the National Policy on Regulatory Management System (NPRMS) and Regulatory Impact Assessment (RIA) 09 April, 2024			3rd Quarter Performance Review Corporate Planning Unit 18 October 2024 Palace Hotel, Baguio City			
44	Ramirez, Jun Cesar Salazar	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Pangbenga Grand Street Dance and Float Parade 25 February 2024	Team Building: One Team One Hurry 14 March 2024 ASD - HRD EM Royale Hotel and Beach Resort, San Juan, La Union	Validation of the SEZAD 2023 OPER and IPER 03 April, 2024 CPU HRD	Staff Meeting 31 May 2024					GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Parcasio 08 November, 2024 JHMC Conference Room/Online	Staff Meeting (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 IPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD HRD 12 December 2024 JHMC Guest Steps	
		Staff Meeting / Cascading of GCG Approved PIS 2024 29 February 2024		Health and Wellness Kick - off Program 22 March 2024 ASD - HRD Camp John Hay, Baguio City	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	Statesmanship Summit IV: Gathering of Nobles Statesmanship Para sa Bagung Pilipinas 24 - 26 April, 2024 Council for Restoration of Filipino							
45	Romero, Lanie Rose Dumputi	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Pangbenga Kick Off Parade 03 February 2024	Team Building: One Team One Hurry 14 March 2024 ASD - HRD EM Royale Hotel and Beach Resort, San Juan, La Union	Validation of the ASD 2023 OPER and IPER 01 April, 2024 CPU HRD	Seminar on Fiscal Policies, Procurement and Jurisprudence 07 - 09 May, 2024 JPLCV Center for Academic Values Foundation Inc.	PhilHealth Employers' Forum 14 June 2024 Philippine Health Insurance Corporation Baguio City		QMS Management Review 20 September, 2024 Palm Grove Resort, Asin, Tuba, Benguet		GAD Orientation, Planning and Budgeting for 2025 Dr. Imelda G. Parcasio 07 November, 2024 JHMC Board Room	Staff Meeting (1) Cascading of the amended JHMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 IPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD HRD 12 December 2024 JHMC Guest Steps	
			Pangbenga Grand Street Dance and Float Parade 25 February 2024	Health and Wellness Kick - off Program 22 March 2024 ASD - HRD Camp John Hay, Baguio City	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	2024 Employers' and Fund Coordinators' Forum 18 June 2024 Home Development Mutual Fund Hotel Grande, 2 Outlook Drive, Baguio City					GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Parcasio 08 November, 2024 JHMC Conference Room/Online		
		Staff Meeting / Cascading of GCG Approved PIS 2024 29 February 2024			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	Staff Meeting 31 May 2024							
46	Santiago, Randy Sagalen								QMS and SPMS Orientation for Newly Hired Employees Corporate Planning Unit 14 October 2024 Conference Room, JHMC Office Building	EMS Orientation for Newly Hired Employees EMS Core Team 17 October, 2024 JHMC Office Building	GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Parcasio 08 November, 2024 JHMC Conference Room/Online	Appointed on 06 June 2024	
											GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Parcasio 08 November, 2024 JHMC Conference Room/Online		
47	Santos, John Ronald Corpuz		Pangbenga Kick Off Parade 03 February 2024	Team Building: One Team One Hurry 14 March 2024 ASD - HRD EM Royale Hotel and Beach Resort, San Juan, La Union	Validation of the ASD 2023 OPER and IPER 01 April, 2024 CPU HRD	Quality Management System: Quality Workplace Standards 27 May 2024 Alfa Personnel Care Language Tutorial Inc. Bell House, Camp John Hay, Baguio City			QMS Management Review 20 September, 2024 Palm Grove Resort, Asin, Tuba, Benguet		GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Parcasio 08 November, 2024 JHMC Conference Room/Online		
			Pangbenga Grand Street Dance and Float Parade 25 February 2024	Health and Wellness Kick - off Program 22 March 2024 ASD - HRD Camp John Hay, Baguio City	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	Staff Meeting 31 May 2024							
		Staff Meeting / Cascading of GCG Approved PIS 2024 29 February 2024			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								

JOHN HAY MANAGEMENT CORPORATION													REMARKS: at least 16 hours of training/seminar/forum/developmental activity requirement
EMPLOYEE													
NAME OF EMPLOYEE	January	February	March	April	May	June	July	August	September	October	November	December	
				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 General Executive Briefing on the National Policy on Regulatory Management System (NPRMS) and Regulatory Impact Assessment (RIA) 30 April 2024 Anti-Red Tape Authority									
54 Zambrano, Ronald Dulan	Staff Meeting 1. Guidelines in Filing out SALN 2. Amended QMS and SPMS 19 January 2024	Branding Workshop 06 - 07 February 2024 DRVN Business Consulting Co. BDD Project E86 Hall, Venus Park View Hotel, Baguio City Pangasinan Grand Street Dance and Float Parade 25 February 2024 Staff Meeting / Cascading of GCG Approved PEX 2024 29 February 2024	Team Building: One Team One Heart 14 March 2024 ASD - HRD EM Royale Hotel and Beach Resort, San Juan, La Union Health and Wellness Kick - off Program 22 March 2024 ASD - HRD Camp John Hay, Baguio City	Validation of the PSD 2023 OPER and IPER 01 April, 2024 CPU HRD 2023 Performance Review Conference 15 April, 2024 CPU 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 1st Quarter CY 2024 Performance Review 29 April, 2024 CPU Baguio Palace Hotel	Staff Meeting 31 May 2024	Operations Planning for CY 2025 19 - 20 June 2024 Soto Grande, Baguio City			QMS Management Review 20 September, 2024 Palm Groove Resort, Asin, Tuba, Benguet	3rd Quarter Performance Review Corporate Planning Unit 18 October 2024 Palace Hotel, Baguio City	GAD Orientation, Planning and Budgeting for 2025 Dr. Imelda G. Parcasio 07 November, 2024 HJMC Board Room GAD Training on RA 1131 Safe Spaces Act Dr. Imelda Parcasio 08 November, 2024 HJMC Conference Room/Online	Staff Meeting: (1) Cascading of the amended HJMC charter statement and strategy map, (2) Guidelines in the preparation and submission of the 2025 HPCR forms, (3) Cascading of policies on recruitment, selection & placement and Code of Discipline, (4) National ID application schedule, (5) EMD general updates ASD HRD 12 December 2024 HJMC Guest Steps	