

**TRAININGS ATTENDED BY EMPLOYEES
(INDIVIDUAL DEVELOPMENT PLAN)
Year 2018**

	APPROVED
	DISAPPROVED
	CANCELLED
	APPROVED BUT ...

	TRAINING TITLE		NO. OF PARTICIPANTS	REMARKS	NOTES
JANUARY					
1	Training on the Introduction on Bio Informatics for Plant Breeding Applications	APPROVED	15	Done	
FEBRUARY					
2	Supervisory Development Course Track II	APPROVED	2	Done	
3	National Information Caravan	APPROVED	1	Done	
			3		
4	Workshop on the Validation and Enhancement of CSCM's ICT Competency Framework	APPROVED	2	Done	OB Only
5	First Philippine Internal Auditor's Summit	DISAPPROVED	5	Done	Acc to BD, only P2,000.00 per day is allowed for training per person 1/31/2018
6	Seminar on MS Access for Records Management	DISAPPROVED	1		No S.O.; Original Copy of SDF with Ma'am Weng 4/16/2018
MARCH					
7	SEARCA Value Chain Development Course	DISAPPROVED	1	Done	P33,000.00 expenses for the seminar inclusive of per diem and travelling expenses
8	AGIA, INC. Trainings	APPROVED	2	Done	Ms. Buenaagua was replaced by Dennise Verona
	Risk Management				
9	Government Procurement Reform Act (R.A. 9184) - Rescheduled on June 2018		2		Rescheduled on June 13-15, 2018
10	Workshop on the Guidelines in Tagging Government Expenditures for Climate Change in the Budget Process	APPROVED	1	Done	No S.O., O.B. only
11	VRO Trainer's Training Program	APPROVED	2	Done	
12	VRO Trainer's Training Program of Region IV-A	APPROVED	4	Done	
APRIL					
13	15TH CSW Practitioners Program	SDF/SO WITH OFAD	6		Rescheduled on July 2018
14	APCPI Training	APPROVED	2	Done	O.B. Only No S.O.

DV/BUS for Reg Fee Done
3/6/2018

15	ICT Seminar on eGovernment Project Management	SDF/SO WITH OFAD	2		Rescheduled on July 2018
16	CSI 7 Habits of Highly Effective Government Leaders	DISAPPROVED	1	Done	
		APPROVED			
17	15TH International Agricultural Engineering Conference and Exhibition and the 68th PSAE Annual National Convention	APPROVED	22	Done	Official Time Only
		APPROVED			
18	Masterclass on Writing Minutes of Meeting	APPROVED	2	Done	S.O. did not originate from the HRD
19	9th Basic Course on Regulatory Impact Analysis (RIA)	APPROVED	3	Done	
MAY					
20	PMCP 50th Anniversary and Annual Scientific Conference	APPROVED	5	Done	Roque P. Mansiliohan Lem C. Quimno Nacel Ann Leah Lindy Star L. Torred- Reg Fee shall be personally shouldered
21	Training of Trainers Workshop on Risk Analysis to Improve Capacity of Effective Risk-Based Food Import Control in the Philippines	APPROVED	2	Done	Cancel S.O. OB Only
22	Accelerated Shelf Life Testing (ASLT) for Food Products	APPROVED	3	Done	
23	VSU Grand Alumni Homecoming		1	Done	Shouldered Personally by Mr. Nereo Garcia
24	Inter-Agency Convergence Meeting	APPROVED	1	Done	

25	GACPA 40th Annual National Convention and Seminar	APPROVED	6	Done	
26	LCDFI, Inc. In-House Training and Immersion in Coconut Technologies	APPROVED	3	Done	P22,000.00- 2016 ACPRP Fund P14,118.00- ACPRP 2018 Funds
27	Seminar on ICT Disaster for Risk Reduction, Climate Change and Sustainable Development	APPROVED	1	Done	
28	Basic Training Course on Coconut Installation and Maintenance				SDF/SO from TIRD With Training Report
29	Orientation/Workshop on the GOCC Leadership Management System (GLMS)	APPROVED	2	Done	
JUNE					
30	PCAEA Strategic Planning Conference	APPROVED	5	Done	
31	Seminar-Workshop on Records Disposition Administration	APPROVED	1	Done	Mr. Zorra was not able to attend due to late issuance of SO.
32	Government Procurement Reform Act (R.A. 9184) and Its Revised IRR and Updates	APPROVED	2	Done	Amended 3/26/2018
33	Learning Visit on Coco Coir Industry in Bicol Region	APPROVED	2	Done	
34	Strategic Planning for Internal Auditors	APPROVED	1	Done	Amended 3/26/2018
35	Consultation Workshop of the DA Draft Planning, Programming and Budgeting Manuals	APPROVED	2	Done	Travelling Expenses and per diem P30,000.00 shall be charged to FY 2018 Corporate Operating Budget
JULY					

36	ICT Seminar on eGovernment Project Management	APPROVED	1	Done	Rescheduled from April 2-6, 2-18 Was not able to attend due to lack of CS in OB from July 2-3
37	Attendance to the CSC-ARMM SDC I	APPROVED	3	Done	P39,140.00 including reg fee, travelling expenses and per diem
37	11th Scientific Convention of the Philippine Association for Plant Tissue Culture and Biotechnology (PAPTCB)	APPROVED	11	Done	
38	NUCESO Mid-Year Convention/Seminar		4		HRD Training Fund for the Reg Fees while Travelling shall be charged to the offices of RM Wahab and DC Carba GBS and HSY did not attend. Own expenses of DA Loloy
39	2018 Public Sector HR Symposium	APPROVED	6	Done	Reg Fee- HRD Training Fund Travelling & Accommodation- Respective Offices
40	6th National Congress and 2018 Philippine Agriculturists' Summit	APPROVED	41		Official Time Only

41	15TH CSW Practitioners Program		6		Rescheduled form April 3-4, 2018
42	National Workshop for the formulation of National Agricultural and Biosystems Engineering Career Progression and Specialization Program (NABECPSP) and Career Guidance and Advocacy Program on Agricultural and Biosystems Engineering (CGAP-ABE)	APPROVED	2	Done	No. S.O., OB only
AUGUST					
43	7 Habits of Highly Effective Government Leaders	APPROVED	1	Done	Recheduled form April 11-13, 2018
44	Travel to Coconut Seed Production Center in Ubay, Bohol		179		
SEPTEMBER					
45	118th Philippine Civil Service Anniversary R.A.C.E. to Serve Fun Run	APPROVED	30		
OCTOBER					

46	AGIA, Inc. Annual National Convention	APPROVED	1		P12,500.00 travelling expenses Total of P23,000.00
NOVEMBER					
47	Appraisal and Disposal of Government Properties (ADGP)		3		P188,000.00 for three trainings HOLD until further notice 8/22/2018
DECEMBER					
48	Seminar on the Implementation of Government Accounting Manual (GAM) for National Government Agencies (NGAs)		3		P188,000.00 for three trainings HOLD until further notice 8/22/2018

IN-HOUSE TRAININGS ATTENDED BY EMPLOYEES
Year 2018

APPROVED
DISAPPROVED
CANCELLED
APPROVED BUT ...

TRAINING TITLE	DATE	NO. OF HOURS	APPROVAL STATUS	DATE RECEIVED APPROVED SO	SO NO.	SO DATE	NO. OF PARTICIPANTS	REGISTRATION FEE		VENUE	TRAINING PROVIDER	TRAINING FACILITATOR	FUND	REMARKS	NOTES
								TOTAL	PER PARTICIPANT						
JANUARY															
1 In-House Training on Simulation-Driven Machine Designing and Prototyping: Computational Fluid Dynamics for PCA Engineers and Technical Staff	February 19-23, 2018	40	APPROVED	01/17/2018	6	January 09, 2018	9	P200,000.00		PCA-ZRC			2017 Biofilter Project	Done	
FEBRUARY															
2 CSC Supervisory Development Course Track I Batch 1	February 27-March 02, 2018	32	APPROVED	03/05/2018	19		24	P174,000.00		PCA Executive Lounge	CSC	HRD	HRD Training Fund	Done	
MARCH															
3 In-House Seminar sa Pagsulat ng Korespondensya Opisyal sa Wikang Filipino	March 13, 2018	8	APPROVED	03/06/2018	23	February 22, 2018	35	P24,000.00		PCA Executive Lounge	Komisyon ng Wikang Filipino (KWF)	KWF/HRD	HRD Training Fund	Done	

4	CSC Supervisory Development Course Track I Batch 2	March 20-23, 2018	32	APPROVED	03/05/2018	19	23	P174,000						Done
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APRIL

NONE

MAY

5	Training on Cooperative Management Governance	May 31-June 1, 2018	16	APPROVED	05/03/2018	63	May 17, 2018	28	PCA Executive Lounge	PCAEMPC	PCAEMPC	PCAEMPC	Done	Original Date: March 8-9, 2018 Rescheduled May 31-June 1, 2018
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6	CSC Supervisory Development Course Track I Batch 3	May 21-25, 2018	40	APPROVED	05/12/2018	57	April 30, 2018	34	P536,602.05	Roadhouse Hotel, Gen San City	CSC	HRD	HRD Training Funds	Done	
JUNE															
7	Orientation by the CSC on the new rules and procedures of the Omnibus Rules on Appointments and other HR Actions	June 21-22, 2018	16	APPROVED	06/07/2018	77	June 04, 2018	28		Eurotel, Quezon City	CSC	HRD/CSC	HRD Training Funds	Done	
JULY															
8	Region IX Mid-Year Assessment and Teambuilding	July 31-August 1, 2018		APPROVED					P580,000.00	Mambajao, Camiguin					
AUGUST															

MEETINGS ATTENDED BY EMPLOYEES
 (INDIVIDUAL DEVELOPMENT PLAN)
S. 2018

	APPROVED
	DISAPPROVED
	CANCELLED
	APPROVED BUT ...

	AGENDA	NO. OF PARTICIPANTS
JANUARY		
	NONE	
	NONE	
	NONE	
1	IPMCC (Indigenous Peoples Mindanao Convergence Cluster) Meeting	1
MAY		
2	PMT Meeting	7
JUNE		
3	2nd Cluster Meeting of HRMPs	2
4	Meeting with DBP Service Corporation	4
JULY		
5	7 Habits on Highly Effective Government Leaders	3