



Republic of the Philippines
 DEPARTMENT OF LABOR AND EMPLOYMENT
EMPLOYEES' COMPENSATION COMMISSION
 4th & 5th Floors, ECC Building, 355 Sen. Gil J. Puyat Avenue, City of Makati



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2018 TRAINING AND DEVELOPMENT PLAN STATUS REPORT

KRAs/PPAs	Performance Indicators	Performance Targets				Participants	STATUS
		1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter		
PROGRAM : TRAINING AND DEVELOPMENT							
OBJECTIVE: 80% OF EMPLOYEES TRAINED BASED ON COMPETENCY TRAININGS							
a. Quality Management System (QMS)	Risk Management	Risk Management and Risk-Based Thinking				Risk Management Team , Internal Auditors , Management and Process Owners	DONE
	Internal Audit	Conducting QMS Internal Auditing				Internal Auditors and Prospective Internal Auditors	DONE
	Productivity and Quality Tools		Seminar – Workshop on 5S			All Employees	DONE
b. Core Competency	Analytical Thinking	Critical Thinking and Decision Making in the Workplace				All Employees	DONE
c. Organizational Competency	Planning and Delivering Internal/External Institutional Awareness		Planning & Delivering Public Service With Social Impact Internal/External Institutional Awareness			1 st Batch	DONE

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d. Leadership	Management ,/ Leadership / Supervisory		Leadership / Management / Supervisory			Exec Director Division Chiefs (2)	DONE
e. Technical Competencies	Development of individual technical competencies	Disposal of Property				Clerk III	Staff resigned before the intended training
		MS ACCESS for Records Management				Records Officer Records Assistant	DONE
			Refrigeration and Air-conditioning Mechanic			Building Administrator / Electrical Inspector	DONE
			Customer Service Excellence for Government Workers			Secretary II Private Secretary	DONE
			Editorial Design			Audio Visual Aids Technician II	DONE
			Program/Project Planning and Management			Division Chief WCPRD	DONE
			Training Program Administration or Workforce Planning			DC ADMIN	DONE

KRAs/PPAs	Performance Indicators	Performance Targets				Participants	STATUS
		1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter		
		Training for Medical Officers, Nurses and Social Workers				Medical Doctors Nurses Social Workers	DONE
			Mandatory Continuing Legal Education (MCLE) or Gov't and Departmental Policies			All Lawyers	DONE
			Computer Literacy			Computer Operators	DONE
			Learning Measurement and Evaluation or Strategic HRM			HR Officer / Assistant	Deferred
			Budget Management			Budget Officer Planning Officer	Deferred
			PHILGEPS			Clerk III	DONE
			Updates on COA, DBM, BIR Rulings and Regulations			Accountants Financial analyst	DONE
			Updates on PPSAS			Bookkeeper	COA has no schedule for the year
			Message Development and Delivery or Journalistic Writing			All Information Officers	DONE