



Republic of the Philippines  
DEPARTMENT OF LABOR AND EMPLOYMENT  
**EMPLOYEES' COMPENSATION COMMISSION**  
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OFFICE LEARNING AND DEVELOPMENT (TRAINING) PLAN ACCOMPLISHMENT REPORT FOR CY 2022								
PROGRAM/S	Duration/Schedule	Venue	Participation Cost Per Person	Conducted		Total Participants		Remarks
				Yes	No	Male	Female	
A. Core Competency Programs								
Analytical Thinking			P5,000.00		✓			Deferred
B. Organizational Competency Programs								
Planning and Delivering								
Public Service Values Program (Supervisory)	Mar. 8, 10, 15, 17, 22, 24, 2022 May 10, 12, 17, 19, 24 & 26, 2022 June 2, 7, 9, 14, 16, & 21, 2022 July 6, 13, 15, 20, 22, 27, 2022	Zoom	P2,800.00		✓	4 6 6	1 7 8 8	Sourced out
Public Service Values Program (Non-Supervisory)	July 6, 13, 15, 20, 22, 27, 2022	Zoom	P2,800.00		✓	6	7	
Internal/External Institutional Awareness								
Quality Audit Based on ISO 9001:2015 Standards	Apr. 28 - 29, 2022	Zoom	P2,400.00		✓	1		Sourced out
Internal Quality Audit Report Writing	May 6, 2022	Zoom	P1,200.00		✓	6	8	Sourced out
QMS ISO 9001:2015 Awareness	Apr. 1, 2022	Zoom	P1,200.00		✓	1	2	Sourced out
QMD ISO 9001:2015 Re-orientation	June 27, 2022	On-site/Zoom	P517.24	✓		7	16	
Risk Identification and Prioritization	Apr. 22, 2022	Zoom	P2,800.00		✓		2	Sourced out
Regulatory Impact Assessment	Apr. 19-20, 2022	Zoom	Free		✓			Sourced out
Developing Business Continuity	May 16, 23 & 30, 2022	On-site/Zoom	P228.18	✓				
Fire Preparedness	Mar. 21, 2022	On-site/Zoom	P181.57	✓		52	77	
Disaster Preparedness	Apr. 6, 2022	On-site/Zoom	P266.04	✓		47	74	
Drug-Free Workplace	Nov. 8, 2022	On-site/Zoom	P294.25	✓		60	82	
Orientation on the Safe Spaces Act	Oct. 12, 2022	On-site/Zoom	P377.45	✓		52	60	
BOSH					✓			Deferred
C. Leadership Competency Programs								
Ethical Leadership	Apr. 7, 12, 19, 21 & 26, 2022	Zoom	P2,600.00		✓	1	1	Sourced out
Leadership in the Digital Era	Apr. 12-28, 2022	Zoom	P2,800.00		✓		1	Sourced out
Public Service Values Program (Supervisors)	Mar. 8, 10, 15, 17, 22, 24, 2022	Zoom	P2,800.00		✓		1	Sourced out
	May 10, 12, 17, 19, 24 & 26, 2022	Zoom	P2,800.00		✓	4	7	Sourced out
	June 2, 7, 9, 14, 16, & 21, 2022	Zoom	P2,800.00		✓	6	8	Sourced out
	July 6, 13, 15, 20, 22, 27, 2022	Zoom	P2,800.00		✓	6	8	Sourced out
Supervisory Development Course Module 4	May 19, 2022	Zoom	P3,200.00		✓		1	Sourced out
Coaching and Mentoring MOLD Series	Sept. 9 Oct. 30, 2022	Zoom	P3,000.00		✓	1		Sourced out
D. Technical Competency Programs								
Office of the Executive Director								
Records Disposition Administration	Apr. 25-29, 2022	Zoom	P3,900.00		✓		1	Sourced out
Accounting for Non-Accountants	June 9, 2022	Zoom	P1,200.00		✓		1	Sourced out
Technical Writing Skills	May 17-20, 2022	Zoom	P10,000.00		✓		1	Sourced out
Occupational Health and Safety Management System Awareness Based	July 21, 2022	Zoom	P2,500.00		✓		2	Sourced out
Effective Project Management	June 28-29, 2022	Zoom	P2,400.00		✓		1	Sourced out
Essentials of Technical Writing & Web Content Development	Sept. 7-9, 2022	Zoom	P3,000.00		✓		1	Sourced out
Operations Audit	Aug. 2-5,2022	Zoom	P2,500.00		✓		1	Sourced out
Tools and Technique of Audit Engagement	Aug. 23-26, 2022	Zoom	P2,500.00		✓		1	Sourced out
Management Audit	Sept. 6-9, 2022	Zoom	P2,500.00		✓		1	Sourced out
PPMP AND APP: Concepts, Principles and Techniques	12/13-15/2022	Zoom	P3,500.00		✓		1	Sourced out



## OFFICE LEARNING AND DEVELOPMENT (TRAINING) PLAN ACCOMPLISHMENT REPORT FOR CY 2022

PROGRAM/S	Duration/Schedule	Venue	Participation Cost Per Person	Conducted		Total Participants		Remarks
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<b>Appeals Division</b>								
Online MCLE Synchronous Seminar	Apr. 1, 2, 7 & 8, 2022	Zoom	P6,500.00		✓	2	2	Sourced out
Records Disposition Administration	Apr. 25-29, 2022	Zoom	P3,900.00		✓		1	Sourced out
Basic Records and Archives Management	Feb. 14-18, 2022	Zoom	P3,900.00		✓		1	Sourced out
Updates on Filing of EC Claims at GSIS and SSS	Aug. 17, 2022	On-site/Zoom	P268.89	✓		1	3	
Gender and Development, Safe Spaces Act and DOLE Safe Spaces Sys	Nov. 15-17, 2022	Manila City	Free		✓		1	Sourced out
<b>Work Contingency Prevention and Rehabilitation Division</b>								
PCOM Convention	Mar. 22-26, 2022	Zoom	P2,500.00		✓		2	Sourced out
Environmental Health Meeting Occupation Health Sector	Mar. 31, 2022	Zoom	Free		✓		1	Sourced out
Developing Business Continuity Strategy		Zoom	P5,600.00		✓		1	Sourced out
Preventive and Restorative Care for Workplace Accidents/Incidents in t	June 7 - 8, 2022	Zoom	P364.36	✓		7	14	
Certification Examination for Certified Disability Mgt Professional	June 10 - 25, 2022	Malaysia	P25,200.00		✓	1	1	Sourced out
Records Disposition Administration	Apr. 25-29, 2022	Zoom	P3,900.00		✓	1		Sourced out
Accounting for Non-Accountants	June 9, 2022	Zoom	P1,200.00		✓	1		Sourced out
Communication and Negotiation Skills	Aug. 11, 2022	On-site/Zoom	P755.76		✓	7	13	Sourced out
SOCISO CDMP Echo Session	Aug. 15-16, 2022	On-site/Zoom	P750.20	✓		5	14	
Updates on Filing of EC Claims at GSIS and SSS	Aug. 17, 2022	On-site/Zoom	P268.89	✓		2	1	
2022 PASWI National Convention	Oct. 18-21, 2022	Zoom	P3,000.00		✓	1	3	Sourced out
Online Course on Basic Project Management	Nov. 21-25, 2022	Zoom	P15,000.00		✓		1	Sourced out
<b>Information and Public Assistance Division</b>								
Designing and Developing Microlearning	May 10-20, 2022	Zoom	P2,800.00		✓	1		Sourced out
	Oct. 25 & 27, 2022	Zoom	P2,800.00		✓	1	4	Sourced out
How to Manage Customer Complaints	Mar. 18, 2022	Zoom	P2,016.00		✓		1	Sourced out
Adobe Photoshop Essentials	Mar. 28 - Apr. 1, 2022	Zoom	P6,000.00		✓		1	Sourced out
Records Disposition Administration	Apr. 25-29, 2022	Zoom	P3,900.00		✓		1	Sourced out
Labor Information Officer's Training	Apr. 6-9, 2022	Zoom	P3,300.00		✓	1		Sourced out
Updates on Filing of EC Claims at GSIS and SSS	Aug. 17, 2022	On-site/Zoom	P268.89	✓	✓	7	12	
Basic Customer Service Skills	Oct. 18 & 21, 2022	Zoom	P3,200.00		✓		1	Sourced out
<b>Policy, Programs and Systems Management Division</b>								
Developing Business Continuity Strategy	Mar. 22 - 24, 2022	Zoom	P5,600.00	✓	✓		1	Sourced out
Implementation of the Zero Backlog Program	Apr. 6, 2022	Zoom	Free		✓		1	Sourced out
Basic Policy Process	Apr. 25 - 29, 2022	Zoom	P9,000.00		✓		1	Sourced out
National Innovation Day	Apr. 21, 2022	Zoom	Free		✓	1		Sourced out
Gender Diversity and Social Inclusion	May 4, 11, 18 & 23, 2022	Zoom	P2,200.00		✓		2	Sourced out
Information Secutiy Mgt. System Awareness	Feb. 11, 2022	Zoom	P2,500.00		✓	3		Sourced out
IT Disaster Recovery Fundamentals	Apr. 5-7, 2022	Zoom	P6,600.00		✓	1		Sourced out
Strategic Management in the Chaning World	Feb. 28, Mar. 1, 7 & 8, 2022	Zoom	P10,000.00		✓		1	Sourced out
Records Disposition Administration	Apr. 25-29, 2022	Zoom	P3,900.00		✓		1	Sourced out
Essentials of Technical Writing & Web Content Development	Sept. 7-9, 2022	Zoom	P3,000.00		✓		1	Sourced out
Certificate Course on Productivity and Quality Management	Oct. 11 - Dec. 7, 2022	Zoom	P12,500.00		✓		1	Sourced out
Gender and Development, Safe Spaces Act and DOLE Safe Spaces Sys	Nov. 15-17, 2022	Manila City	Free		✓		1	Sourced out
Performance Mgt System for PRIME-HRM Level 2	Nov. 18-21, 2022	Zoom	P5,000.00		✓		2	Sourced out
<b>Finance Division</b>								
GACPA Seminar	Mar. 18, 2022	Zoom	P250.00		✓	1	1	Sourced out
eBCS Re-orientation	March 24, 2022	Zoom	Free		✓			Sourced out
Understanding Financial Statement Through Financial Analysis	Apr. 26, 2022	Zoom	P1,200.00		✓	1	2	Sourced out
Records Disposition Administration	Apr. 25--29, 2022	Zoom	P3,900.00		✓		1	Sourced out
Updates on Tax Rules and Regulations	Mar. 1 - 4, 2022	Zoom	P2,500.00		✓		1	Sourced out
Annual AGAP Convention - Seminar	Oct. 19-22, 2022	Baguio City/Zoom	P8,000.00		✓	1	1	Sourced out
<b>Administrative Division</b>								
<b>HR</b>								




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Learning and Development for PRIME-HRM Level 2	Feb. 22 - March 15, 2022	Zoom	P4,800.00		✓		1	Sourced out
Performance Mgt System for PRIME-HRM Level 2	Apr. 5, 8, 19, 22, 26, 29, 2022	Zoom	P5,000.00		✓		1	Sourced out
	Nov. 18-21, 2022						1	Sourced out
Rewards & Recognition for PRIME-HRM Level 2	Apr. 5, 7, 12, 18, 21, 2022	Zoom	P3,800.00		✓		1	Sourced out
Townhall Meeting to Promote Mental Health Program	Apr. 6, 2022	Zoom	Free		✓		2	Sourced out
How to Prepare Job Descriptions and Competency Reqts.	Mar. 30-31, 2022	Zoom	P5,600.00		✓		1	Sourced out
Competency-Based HR	May 11, 12, 13, 16 & 17, 2022	Zoom	P3,200.00		✓		1	Sourced out
Designing and Developing Microlearning	May 10 - 20, 2022	Zoom	P2,800.00		✓		1	Sourced out
Learning Measurement and Evaluation	July 7-12, 2022	Zoom	Free		✓		1	Sourced out
HR Symposium	Sept. 14-16, 2022	Zoom	P3,200.00		✓		2	Sourced out
2022 Forum: Discussion on Changes and Critical Issues Impacting HR	Oct. 5-7, 2022	Binondo, Manila	P10,477.42		✓		1	Sourced out
HR Analytics	Oct. 21, 28 & Nov. 4, 2022	Zoom	P4,000.00		✓		2	Sourced out
<b>Supply and Property</b>								
2022 Procurement Forum	Fe. 8 - 10, 2022	Zoom	Free		✓	1	1	Sourced out
PHILGEPS Buyer's Training	Mar. 30 - 31, 2022	Zoom	P2,000.00		✓	1	1	Sourced out
Basic Records and Archives Management	Feb. 14-18, 2022	Zoom	P3,900.00		✓	1		Sourced out
Practical Driving Instruction Training	February 2022	Zoom	P7,500.00		✓	1		Sourced out
<b>Records</b>								
Records Disposition Administration	Apr. 25-29, 2022	Zoom	P3,900.00		✓	1		Sourced out
Records Counter Disaster Preparedness	June 13-17, 2022	Zoom	P2,800.00		✓	1	1	Sourced out
<b>Building Administration</b>								
5s for Good Housekeeping					✓			Deferred


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