



**Philippine National Oil Company**  
 PNOC Building VI, Energy Center, Rizal Drive, BGC, Taguig City

**ADMINISTRATIVE SERVICES DEPARTMENT - PERSONNEL DEVELOPMENT DIVISION**  
**2018 TRAINING AND DEVELOPMENT PROGRAMS**

PROGRAM	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
<b>IN-HOUSE PROGRAMS</b>												
1 Lean Six Sigma (PAFC)	25-26											
2 CBHRS Training-Workshop												
3 C1 Competency Modeling & Profiling		1-3										
4 C2 Development of Competency Based QS & Job Description			1-3									
5 C3 Competency Assessment				5-7								
6 C4 Integratrion of Competencies in the HR System					24-25							
7 Advance Internal QMS Audit			22-23									
8 GSIS Orientation B1 & B2						22						
9 Advance Internal IMS Audit (PAFC)							5-6					
10 Basic Internal QMS Audit Training									25-28			
11 Communication Writing											15	
12 Root Cause Analysis											28-29	
13 Wellness/Values Seminar (B1 & B2)												4, 18
14 New Employee Orientation	12					14 & 22	12	10				
<b>GENDER AND DEVELOPMENT PROGRAMS</b>												
13 Gender Inclusive Disaster & Risk Reduction Management (PNOC) B1 & B2							24 & 25					
14 Gender Inclusive Community-Based Disaster & Risk Reduction Management (Bataan Community)					29-30							
15 Women's Month Celebration												
15.1 Women's Month Talk			12									
15.2 Film Showing (B1 & B2)			21									
16 18-Day VAW Program												
16.1 Orientation on Sexual Harassment											27	
16.2 Film Showing (B1 & B2)												
17 Gender Sensitivity Training											23	
<b>EXTERNAL TRAINING ATTENDANCE</b>												
23 Facilitate Local & Foreign Training Applications												

- target schedule  
 - completed

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