

NATIONAL TOBACCO ADMINISTRATION

As of December 31, 2017

Human Resource Development Interventions
Trainings and Seminars

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ISSUED TO: DTY ASM B
DEPT. ADM. R.O
DATE: JUN 27 2019

Nos.	Title	Training Type and Dimensions	NTA COMPETENCIES	No. Participants				Period of Duration		Training / Conducting Institution/Venue	Special Order No. Date of S.O	Training Expense/ Amount	Attendees/ Participants	Position	Salary Grade	Remarks	PTEAS	
				1st Level	2nd Level	3rd Level	Total	To	From									
1	"TRAINING SEMINAR OF STRATEGIC PLANNING AND MANAGEMENT" CONDUCTED BY ASIAN DEVELOPMENT BANK (ADB) ON January 18-20, 2017 ADB ORTIGAS	Leadership	LI		1		1	1/18/2016	1/20/2017	Asian Development Bank (ADB) at the 6D ADB Avenue, Ortigas Center Mandaluyong City	SO. Nos.33 Dated January 11, 2017	0.00	Dinah E. Pichay	DEPARTMENT MANAGER III	26	EXTERNAL	7/2	
2	"LEADERSHIP COURSE ON RISK MANAGEMENT" INITIATED BY THE DEPARTMENT OF AGRICULTURE ON FEB 22-23, 2017 AT DA OFC QC	Leadership	TC1		2		2	2/22/2017	2/23/2017	HRD DIVISION OF THE DEPARTMENT OF AGRICULTURE (DA), DIJUMAN QC	SO. Nos.52 Dated January 19, 2017	0.00	Engr. Randy I. Abella	Senior Science Research Specialist	18	EXTERNAL	4/	
													Michelle P. Nacpil	HRMO II	15		4/	
3	HANDS ON TRAINING AND ENCODING OF AGRICULTURAL AND FISHERIES MECHANIZATION RESEARCH, DEVELOPMENT AND EXTENSION DATABASE AND INFORMATION SYSTEM (AFMECHRDE DIS) FOR RESEARCH AND DEVELOPMENT INFORMATIONS (RDI's) FEBRUARY 2, 2017 AT PHILMECH CLSU SCIENCE CITY OF MUNOZ ECUA	Skills (Technical)	TC34		1		1	2/2/2017		(AFMECHRDE DIS) FOR RESEARCH AND DEVELOPMENT INFORMATIONS (RDI's) FEBRUARY 2, 2017 AT PHILMECH CLSU SCIENCE CITY OF MUNOZ ECUA	SO. Nos.88 Dated January 30, 2017	0.00	Joseph B. Benosa	Information System Analyst III	16	EXTERNAL	7/	
													Jayson I. Gannaban	Encoder Job Order	JO		7/	
4	TRAINING WORKSHOP ON CONVERGENCE AREA DEVELOPMENT PLAN (CADP) USING INTEGRATED ECOSYSTEM MANAGEMENT (IEM) FOR ILOCOS SUR ON FEBRUARY 2-3, 2017, SALCEDO HOTEL VIGAN ILOCOS SUR	Skills (Technical)			1		1	2/2/2017	2/3/2017	FEBRUARY 2-3, 2017, SALCEDO HOTEL VIGAN ILOCOS SUR	SO. Nos.95 Dated February 1, 2017	0.00	Cecilio A. Cabigan	Chief Science Research Specialist	24	EXTERNAL	7/	
5	LADDERIZED TRAINING COURSE ON PROJECT DEVELOPMENT FOR DA WIDE PROJECT CLEARING HOUSE SYSTEM, MAR 20-24, 2017	Skills (Technical)			2		2	3/20/2017	3/24/2017	March 0-24, 2017 NEW DA-PCAF BUILDING, QUEZON CITY	SO. Nos.215 Dated March 14, 2017	0.00	Dina B. dela Reyna	Chemist III	18	EXTERNAL	7	
													Claire Monnette P. Esteban	Economist II	15		7	
6	COMPETITIVE RESEARCH AND DEVELOPMENT GRANTS MANUAL (CRGM) GUIDELINES ORIENTATION AND REGIONAL PROPOSAL WRITESHOP WITH DA, RFO, BUREAUS, CONDUCTED BY DA, MARCH 28-31, 2017	Skills (Technical)			1		1	3/28/2017	3/31/2017	MARCH 28- 31, 2017 BP INTERNATIONAL MAKILING JAMBOREE BATONG MALAKE LOS BANOS LAGUNA	SO. Nos.256 A Dated March 14, 2017	0.00	Engr. Randy I. Abella	Senior Science Research Specialist	18	EXTERNAL	7	
1ST QUARTER TOTAL JAN-MAR				0	8	0	8					0.00						C
7	SYMPOSIUM FOR RENEWAL OF ACCREDITATION OF ARCO, CPA, BIOEFFICACY AND SPRT RESEARCHER ON APRIL 28, 2017, UP LOS BANOS COLLEGE LAGUNA	Skills (Technical)			1		1	4/27/2017	4/29/2017	APRIL 27-29, 2017, AT UP LOS BANOS COLLEGE LAGUNA	SO. Nos.343 Dated April 21, 2017	0.00	Engr. Warlie V. Oribello, Sr.	Sr. TPRO	18	EXTERNAL		
8	4TH FORUM FOR HEADS OF INTERNAL AUDIT SERVICE/OFFICE " STRENGTHENING INTERNAL AUDIT SERVICE IN PUBLIC SECTOR THROUGH CAPABILITY BUILDING" APRIL 27, 2017 CROWNE PLAZA ORTIGAS	Skills (Technical)			1		1	4/27/2017		APRIL 27, 2017 CROWNE PLAZA ORTIGAS	SO. Nos.335 Dated April 7, 2017	0.00	Dinah E. Pichay	DEPARTMENT MANAGER III	26	EXTERNAL		
9	32nd PHILIPPINE CHEMISTRY CONGRESS ON MAY 31, 2017 TO JUNE 2, 2017 AT ASTURIAS HOTEL PUERTO PRINCESA PALAWAN CONDUCTED BY THE PHILIPPINE FEDERATION OF CHEMISTRY SOCIETIES	Skills (Technical)			3		3	5/31/2017	6/2/2017	CONDUCTED BY THE PHILIPPINE FEDERATION OF CHEMISTRY SOCIETIES AT ASTURIAS HOTEL PUERTO	SO. Nos.368 Dated April 27, 2017	37,860.00	Myma O. Lozano	Division Chief	24	EXTERNAL		
													Dina B. dela Reyna	Chemist III	18			

										PRINCESA	Julie L. Mercado			SRS I	13	
10	"MANAGERS ROLE IN CAPACITY BUILDING" CONDUCTED BY THE CIVIL SERVICE INSTITUTE, SPONSORED BY AGIA MAY 24-25, 2017 AT CSC QC	Leadership	L5		1		1	5/24/2017	5/25/2017	CONDUCTED BY THE CIVIL SERVICE INSTITUTE SPONSORED BY AGIA AT CSC QC	SO Nos. 389 B Dated May 11, 2017	0.00	Dinah E. Pichay	DEPARTMENT MANAGER III	26	EXTERNAL
11	PHILIPPINE QUALITY AWARD (PQA) AND PHILIPPINE QUALITY CHALLENGE (PQC) LEARNING SESSION " ATTAINING PERFORMANCE EXCELLENCE THROUGH BUILDING CUSTOMER ENGAGEMENT , DTI REGION AT THE RIVERMOUNT HOTEL & RESORT ILOCOS NORTE MAY 18, 2017	Technical			1		1	5/18/2017		CONDUCTED BY DTI AT THE RIVERMOUNT HOTEL & RESORT ILOCOS NORTE MAY 18, 2017	SO Nos. 405 Dated May 11, 2017	0.00	Nora Corre	Senior TPRO	18	EXTERNAL
12	CIVIL SERVICE COMMISSION "SUPERVISORY TRACK 1 " ON MAY 23-26,2017 CSC REGION 1 OFFICE SAN FERNANDO LA UNION CITY	Leadership	L1		1		1	5/23/2017	5/26/2017	CONDUCTED BY CIVIL SERVICE COMMISSION ON MAY 23-26,2017 CSC REGION 1 OFFICE SAN FERNANDO LA UNION CITY	SO Nos. 443 Dated May 19, 2017	0.00	Alicia A. Malab	Senior TPRO	18	EXTERNAL
13	SUPERVISORY DEVELOPMENT COURSE TRACK 1 (SDC1) CONDUCTED BY THE CIVIL SERVICE COMMISSION ON MAY 23-26,2017 AT CSC REGION 1 SAN FERNANDO LA UNION CITY	Leadership	L1		2		2	5/23/2017	5/26/2017	SUPERVISORY DEVELOPMENT COURSE TRACK 1 (SDC1) CONDUCTED BY THE CIVIL SERVICE COMMISSION ON MAY 23-26,2017 AT CSC REGION 1 SAN FERNANDO LA UNION CITY	SO Nos. 422 Dated May 12, 2017	0.00	Alexis B. Jamias	Supervising TPRO	22	EXTERNAL
													Rolando Dela Cruz	Science Research Specialist II	16	
14	REGIONAL AGRICULTURE AND FISHERY EXTENSION NETWORK I (RAFEN 1) 2ND QUARTER MEETING MAY 25,2017 NATIONAL IRRIGATION ADMINISTRATION URDANETA PANGASINAN	Technical			1		1	5/25/2017		REGIONAL AGRICULTURE AND FISHERY EXTENSION NETWORK I (RAFEN 1) 2ND QUARTER MEETING MAY 25,2017 NATIONAL IRRIGATION ADMINISTRATION URDANETA PANGASINAN	SO Nos. 445 Dated May 23, 2017	0.00	Felisa R. Aurellano	CDO III	18	EXTERNAL
15	STRATEGIC AND CRITICAL THINKING ON MAY 25-26, 2017 AT ASTORIA PLAZA HOTEL PASIG CITY	Leadership	L1		1		1	5/25/2017	5/26/2017	MAY 25-26, 2017 AT ASTORIA PLAZA HOTEL PASIG CITY	SO Nos. 444 Dated May 23, 2017	0.00	Atty. Rohbert A. Ambros	Chief TPRO	24	EXTERNAL
16	2nd QUARTER REGIONAL AGRICULTURE AND FISHERIES EXTENSION NETORK (RAFEN) MEETING AND PLANNING WORKSHOP AT THE PICNIC AREA NAGTIPUNAN QUIRINO MAY 30-31,2017	Technical			1		1	5/30/2017	5/31/2017	2nd QUARTER REGIONAL AGRICULTURE AND FISHERIES EXTENSION NETORK (RAFEN) MEETING AND PLANNING WORKSHOP AT THE PICNIC AREA NAGTIPUNAN QUIRINO MAY 30-31,2017	SO Nos. 463 Dated May 26, 2017	0.00	Josefa P. Correo	TPRO I	11	EXTERNAL
17	GENDER AND SENSITIVITY TRAINING (GST) TO BE CONDUCTED BY THE CIVIL SERVICE COMMISSION AT REGIONAL OFFICE ON JUNE 1, 2017 AT SAN FERNANDO CITY LA UNION	Foundations			2		2	6/1/2017		CONDUCTED BY THE CIVIL SERVICE COMMISSION AT REGIONAL OFFICE ON JUNE 1, 2017 AT SAN FERNANDO CITY LA UNION	SO Nos. 450 Dated May 24, 2017	0.00	Elaine A. Tinio	Administrative Officer III	18	EXTERNAL
													Myrna D. Salut	Senior TPRO	18	EXTERNAL

18	THE EFFECTS OF CLIMATE CHANGE ON FOOD AND WATER SUSTAINABILITY TO BE CONDUCTED BY FUTURISTICS CENTER ON JUNE 15, 2017 AT THE HERITAGE ROOM, THE MANILA ELKS CLUB 7/F/ CORINTHIAN PLAZA ASEO DE ROXAS MAKATI CITY	Foundations			1		1	6/15/2017		CONDUCTED BY FUTURISTICS CENTER ON JUNE 15, 2017 AT THE HERITAGE ROOM, THE MANILA ELKS CLUB 7/F/ CORINTHIAN PLAZA ASEO DE ROXAS MAKATI CITY	SO Nos. 499 Dated June 13, 2017	0.00	Randy I. Abella	Senior Science Research Specialist	19	EXTERNAL
19	SUPERVISORY DEVELOPMENT COURSE TRACK (SDC2 & 3) CONDUCTED BY THE CIVIL SERVICE COMMISSION ON JUNE 26-30, 2017 AT CSC ILOCOS NORTE FIELD OFFICE LAOAG CITY	Leadership	L4	2		2	6/26/2017	6/30/2017	CONDUCTED BY THE CIVIL SERVICE COMMISSION ON JUNE 26-30, 2017 AT CSC ILOCOS NORTE FIELD OFFICE LAOAG CITY	SO Nos. 502 Dated June 13, 2017	6,000.00	Luzviminda U. Padsyao	Project Development Office IV	22	EXTERNAL	
											6,000.00	Nelly U. Castro	Supervising Science Research Specialist	22		
20	ORIENTATION ON GOVERNMENT PROCUREMENT PROCESS AND REQUIREMENTS RELATED TO THE GRANT OF FY 2017 PERFORMANCE BASED BONES (PBB) ON JUNE 27, 2017 AT AFP THEATER CONDUCTED BY AO25 INTER-AGENCY TASK FORCE (IATF).	Technical	TCS1	1		1	6/27/2017		JUNE 27, 2017 AT AFP THEATER CONDUCTED BY AO25 INTER-AGENCY TASK FORCE (IATF).	SO Nos. 514 Dated June 21, 2017	0.00	Cristina C. Lopez	DEPARTMENT MANAGER III	26	EXTERNAL	
												Priscilla E. Esguerra	Information Technology Officer III	24		
2ND QUARTER TOTAL APR- JUN				0	19	0	19				49,860.00					
TOTAL 1ST SEMESTER 2017 (JAN-JUN)				0	27	0	27									
21	ORIENTATION SEMINAR FOR GOCC CORPORATE SECRETARIES AND COMPLIANCE OFFICERS UN LINE WITH THE GOVERNANCE COMMISSION, CONDUCTED BY GCG ON JULY 5, 2017 AT CITIBANK CENTER PASEO DE ROXAS MAKATI CITY	Technical	TCS1	1		1	7/5/2017		CONDUCTED BY GCG ON JULY 5, 2017 AT CITIBANK CENTER PASEO DE ROXAS MAKATI CITY	SO Nos. 513B Dated June 20, 2017	0.00	Atty. Robert A. Ambros	Chief TPRO	22	External	
22	GOVERNMENT PROCUREMENT REFORM ACT (RA 9184) AND ITS REVISED IRR AND UPDATES TO BE CONDUCTED BY ASSOCIATION OF GOVERNMENTMENT INTERNAL AUDITORS , INC (AGIA) AT HOTEL KIMBERLY # 770 PEDRO GIL ST. MALATE MANILA ON JULY 5-7, 2017	Technical	TCS1	1		1	7/5/2017	7/7/2017	CONDUCTED BY ASSOCIATION OF GOVERNMENTMENT INTERNAL AUSITORS , INC (AGIA) AT HOTEL KIMBERLY # 770 PEDRO GIL ST. MALATE MANILA ON JULY 5-7, 2017	SO Nos. 541 Dated June 29, 2017	6,600.00	Rosalie P. Catura	Internal Auditor I	15	External	
												Lina A. Cera	Chief Science Research Specialist	24		
												Marivic G. Espolong	Financial Analyst III	18		
												Arnold B. Melosantos	Computer Programmer II	15		
23	GOVERNMENT PROCUREMENT REFORM ACT (RA 9184) AND ITS REVISED IRR AND UPDATES TO BE CONDUCTED BY ASSOCIATION OF GOVERNMENTMENT INTERNAL AUDITORS , INC (AGIA) AT HOTEL KIMBERLY # 770 PEDRO GIL ST. MALATE MANILA ON JULY 5-7, 2017	Technical	TCS1	1		1	7/5/2017	7/7/2017	CONDUCTED BY ASSOCIATION OF GOVERNMENTMENT INTERNAL AUSITORS , INC (AGIA) AT HOTEL KIMBERLY # 770 PEDRO GIL ST. MALATE MANILA ON JULY 5-7, 2017	SO Nos. 549a Dated July 4, 2017	6,600.00	Alex L. Borje	Chief Tobacco Production Officer	22	External	

24	CASH MANAGEMENT AND ITS INTERNAL CONTROL SYSTEM TO BE CONDUCTED BY ASSOCIATION OF GOVERNMENTMENT INTERNAL AUDITORS , INC (AGIA) AT HOTEL KIMBERLY # 770 PEDRO GIL ST. MALATE MANILA ON JULY 12-14, 2017	Technical	TC42		1		1	7/12/2017	7/14/2017	CONDUCTED BY ASSOCIATION OF GOVERNMENTMENT INTERNAL AUDITORS , INC (AGIA) AT HOTEL KIMBERLY # 770 PEDRO GIL ST. MALATE MANILA ON JULY 12-14, 2017	SO Nos. 546 Dated July 3, 2017		Laarny T. Arrojo	Cash Clerk III	8	External
25	BRIEFING CUM WORKSHOP ON THE "GUIDELINES ON THE ISSUANCE OF CERTIFICATION FOR LAND USE RECLASSIFICATION (Iur), CONDUCTED BY THE NATIONAL TECHNICAL EVALUATION COMMITTEE ON LAND USE MATTERS BY THE DEPT OF AGRICULTURE, ON AUGUST 1-3, 2017 AT MALVAR,BATANGAS REGION IV A	Technical			1		1	8/1/2017	8/3/2017	CONDUCTED BY THE NATIONAL TECHNICAL EVALUATION COMMITTEE ON LAND USE MATTERS BY THE DEPT OF AGRICULTURE, ON AUGUST 1-3, 2017 AT MALVAR,BATANGAS REGION IV A	SO Nos. 649 Dated July 25, 2017	0.00	Alejandro S. Cristobal	Science Research Specialist I	13	External
26	4th REGIONAL AGRICULTURE 7 FISHERIES EXTENSION NETWORK SYMPOSIUM TO BE HELD AT THE MARIANO MARCOS UNIVERSITY CITY OF BATAAC ILOCOS NORTE AUGUST 2-4, 2017	Technical			1		1	8/2/2017	8/4/2017	CONDUCTED BY DEPT OF AGRICULTURE HELD AT THE MARIANO MARCOS UNIVERSITY CITY OF BATAAC ILOCOS NORTE AUGUST 2-4, 2017	SO Nos. 669 Dated July 25, 2017	1,000.00	Felisa R. Aurellano	Community Development Officer II	18	EXTERNAL
27	CASH MANAGEMENT AND ITS INTERNAL CONTROL SYSTEM TO BE CONDUCTED BY ASSOCIATION OF GOVERNMENTMENT INTERNAL AUDITORS , INC (AGIA) AT HOTEL KIMBERLY # 770 PEDRO GIL ST. MALATE MANILA ON AUGUST 2-4, 2017	Technical	TC51		6		6	8/2/2017	8/4/2017	CONDUCTED BY ASSOCIATION OF GOVERNMENTMENT INTERNAL AUDITORS , INC (AGIA) AT HOTEL KIMBERLY # 770 PEDRO GIL ST. MALATE MANILA ON Aug 2-4, 2017	SO Nos. 623 Dated July 19, 2017	6,000.00	Myrna O. Lozano	Chief Science Research Specialist	22	External
												6,000.00	Cecilio A. Cabigan	Chief Science Research Specialist	24	
												6,000.00	Jay C. Darlucio	Project Evaluation Officer II	15	
												6,000.00	Edgardo C. Guia	Buiding Foreman	14	
												6,000.00	Rochelle C. De Peralta	Internal Auditor I	11	
												6,000.00	Russel R. Rutab	Financial Analyst I	11	
28	SUPERVISORY DEVELOPMENT TRACK I (SDC 1) CONDUCTED BY THE CIVIL SERVICE COMMISSION ON AUGUST 2-4,2017 AT CSC REGION II , CAGAYAN.	Leadership	L1		2		2	8/2/2017	8/4/2017	CONDUCTED BY THE CIVIL SERVICE COMMISSION ON AUGUST 2-4,2017 AT CSC REGION II , CAGAYAN.	SO Nos. 648 Dated July 24, 2017	4,800.00	Imelda C. Parbo	Senior Science Research Specialist	19	External
												4,800.00	Patricia A. Inoncente	Senior Science Research Specialist II	16	
29	GENDER AND SENSITIVITY TRAINING (GST) TO BE CONDUCTED BY THE COMMISSION ON AUDIT ON August 9-11, 2017 AT COA office. QC	Leadership			1		1	8/9/2017	8/11/2017	CONDUCTED BY THE COMMISSION ON AUDIT ON August 9-11, 2017 AT COA office. QC	SO. NOS. 634 Dated	3,600.00	Charito M. Salazar	Budget Officer	22	EXTERNAL
30	STRATEGIC PLANNING FOR INTERNAL AUDITORS , TO CONDUCTED BY THE ASSOCIATION OF GOVERNMENT INTERNAL AAUDITORS (AGIA) ON AUGUST 9-11,2017 AT HOTEL KIMBERLY MALATE METRO MANILA	Technical			1		1	8/9/2017	8/11/2017	CONDUCTED BY THE ASSOCIATION OF GOVERNMENT INTERNAL AAUDITORS (AGIA) ON AUGUST 9-11,2017 AT HOTEL KIMBERLY MALATE METRO MANILA	SO NOS. 672 Dated August 1, 2017	0.00	Dinah E. Pichay	DEPARTMENT MANAGER III	26	EXTERNAL
31	WORKSHOP ON PROPOSAL WRITING FOR S & T ACTION FRONTLINE FOR EMERGENCIES AND HAZARDS (SAFE) REGION I IN ATI, LA TRINIDAD , BENGUET ON AUGUST 17-18, 2017	Technical	CS		1		1	8/16,2017	8/19/2017	REGION I IN ATI, LA TRINIDAD ,BENGUET ON AUGUST 17-18, 2017	SO NOS.705 Dated August 1, 2017	0.00	Nelly U. Castro	Supervising SRS	24	EXTERNAL

32	REGIONAL AGRICULTURE & FISHERIES NETWORK IN REGION 4 CONSULTATION AND WORKSHOP, AUGUST 22, 2017 AT DIOKO FARM RESORT SAN PABLO, LAGUNA ATO REVALIDATE THE AFE STRATEGIC PLAN IN THE REGION.	Technical		2	2	8/22/2017		CONDUCTED BY ILOCOS AGRICULTURE, AQUATIC AND RESOURCES RESEARCH AND DEVELOPMENT CONSORTIUM ILAARDEC, AUGUST 22, 2017 AT DIOKO FARM RESORT SAN	SO NOS. 721 Dated August 17, 2017	0.00	Imelda N. Riñen	Chief TPRO	24	EXTERNAL
											Felisa R. Aurellano	CDO III	18	EXTERNAL
33	TRAINING SEMINAR FOR TOBACCO NEWS WRITERS ON AUGUST 25, 2017 NTA CENTRAL OFFICE	Technical	C5	24	24	8/25/2017		CONDUCTED BY NTA PR DEPT, AUGUST 25, 2017 NTA CENTRAL OFFICE	SO Nos. 718 Dated August 15, 2017	0.00	ANNEX I. TRAINING FOR TOBACCO NEWS WRITERS(24)			Internal
34	REGIONAL CONSULTATIVE WORKSHOP ON RESEARCH AND TECHNOLOGY GENERATION FOR LOCAL DEVELOPMENT IN THE CITY OF BATAC, August 30-31, 2017	Technical		1	1	8/30/2017	8/31/2017	CONDUCTED BY NAST AND DOST I	OO DATED AUGUST 30/3017	0.00	Roman J. Raganit Jr.	Supervising SRS	22	EXTERNAL
35	REGIONAL CONSULTATIVE WORKSHOP ON RESEARCH AND TECHNOLOGY GENERATION FOR LOCAL DEVELOPMENT IN THE CITY OF BATAC, August 30-31, 2017	Technical		3	3	8/30/2017	8/31/2017	CONDUCTED BY NAST AND DOST I	OO DATED AUGUST 30/3017	0.00	Nelly U. Castro	Supervising SRS	24	EXTERNAL
											Cecilio A. Cabigan	Chief Science Research Specialist	24	EXTERNAL
											Randy I. Abella			
36	GOVERNMENT PROCUREMENT REFORM ACT (RA 9184) AND ITS REVISED IRR AND UPDATES TO BE CONDUCTED BY ASSOCIATION OF GOVERNMENT INTERNAL AUDITORS, INC (AGIA) AT HOTEL KIMBERLY # 770 PEDRO GIL ST. MALATE MANILA ON AUGUST 30,31, & September 1, 2017	Technical	TCS1	5	5	8/30/2017	9/1/2017	CONDUCTED BY ASSOCIATION OF GOVERNMENT INTERNAL AUDITORS, INC (AGIA) AT HOTEL KIMBERLY # 770 PEDRO GIL ST. MALATE MANILA ON AUGUST 30,31, & September 1, 2017	SO Nos. 694 Dated August 7, 2017	6,000.00	Priscilla E. Esguerra	ITO III	24	External
										6,000.00	Milagros C. Tiu	Chief Accountant	24	
										6,000.00	Vivien F. Ferarez	Supply officer II	15	
										6,000.00	Charity P. Garcia	Internal Auditor IV	22	
										6,000.00	Abraham Dela Pena	TPRO I	15	
37	SUPERVISORY DEVELOPMENT TRACK II and III (SDC 2 and 3) CONDUCTED BY THE CIVIL SERVICE COMMISSION ON SEPTEMBER 11-15, 2017 AT CSC REGION II, CAGAYAN.	Leadership	L4	1	1	9/11/2017	9/15/2017	CONDUCTED BY THE CIVIL SERVICE COMMISSION ON September 11-15, 2017 AT CSC REGION II, CAGAYAN.	SO Nos. 674 Dated July 24, 2017	6,000.00	Alicia A. Malab	Senior Tobacco Production & Officer	18	EXTERNAL
38	PROVINCIAL ACCOUNTING WEEK CELEBRATION SEMINAR ENTITLED " STRATEGIC AND CRITICAL FINANCIAL MANAGEMENT AND SOCIAL MEDIA FOR CERTIFIED PUBLIC ACCOUNTANTS (CPA's)" TO BE CONDUCTED BY THE PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS ON SEPTEMBER 1-15, 2017 AT THE LAOAG CITY AUDITORIUM, ILOCOS NORTE.	Technical		1	1	9/13/2017	9/16/2017	CONDUCTED BY THE PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS ON SEPTEMBER 1-15, 2017 AT THE LAOAG CITY AUDITORIUM, ILOCOS NORTE.	SO Nos. 809 Dated September 11, 2017	3,000.00	Bernadeth C. Tamayao	Accountant II	16	EXTERNAL
39	PROVINCIAL ACCOUNTING WEEK CELEBRATION SEMINAR ENTITLED " STRATEGIC AND CRITICAL FINANCIAL MANAGEMENT AND SOCIAL MEDIA FOR CERTIFIED PUBLIC ACCOUNTANTS (CPA's)" TO BE CONDUCTED BY THE PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS ON SEPTEMBER 1-15, 2017 AT THE LAOAG CITY AUDITORIUM, ILOCOS NORTE.	Technical		5	5	9/14/2017	9/15/2017	CONDUCTED BY THE PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS ON SEPTEMBER 1-15, 2017 AT THE LAOAG CITY AUDITORIUM, ILOCOS NORTE.	SO Nos. 804 Dated September 13, 2017	16,500.00	ANNEX II. SEMINAR FOR PUBLIC ACCOUNTS (5) SEPTEMBER 14-15, 2017			EXTERNAL
40	CONSULTATION ON THE STRENGTHENING THE E-AGRICULTURE ENVIRONMENT AND ICT- MEDIATED AGRICULTURAL SOLUTIONS FOR THE ASIA PACIFIC OR NATIONAL E- AGRICULTURE STRATEGY INITIATED BY THE DEPT OF AGRICULTURE ON SEPTEMBER 25-27, 2017 AT THE 4/F DA OSEC DA NEW BLDG. QC	Technical		1	1	9/25/2017	9/26/2017	INITIATED BY THE DEPT OF AGRICULTURE ON SEPTEMBER 25-27, 2017 AT THE 4/F DA OSEC DA NEW BLDG. QC	SO Nos. 745 Dated August 29, 2017	0.00	Teresita D. Dela Rosa	Project Evaluation Officer III	18	EXTERNAL

41	HANDS ON TRAINING AND BRIEFING ON THE USE OF GPS AND SOIL AND WATER SAMPLING FOR NTA SELECTED TPRO'S AND AGRICULTURISTSTO BE CONDUCTED BY NTA ILOCOS NORTE ON SEPTEMBER 22, 2017	Technical			34		34	September 22, 2017		CONDUCTED BY NTA ILOCOS NORTE ON SEPTEMBER 22, 2017	SO Nos.753 Dated August 24, 2017	0.00	ANNEX III. TPRO'S AND AGRICULTURIST FOR GPS AND SOIL AND WATER SAMPLING (34)		Internal		
42	SEMINAR ON CASH MANAGEMENT AND CONTROL SYSTEM (CMCS) CONDUCTED BY THE COMMISSION ON AUDIT (COA) , AT THE PROFESSIONAL DEVELOPMENT CENTER COMMONWEALTH AVE. QUEZON CITY ON SEPTEMBER 27-29, 2017	Technical	TC42	2	2	9/27/2017	9/29/2017		CONDUCTED BY THE COMMISSION ON AUDIT (COA) , AT THE PROFESSIONAL DEVELOPMENT CENTER COMMONWEALTH AVE. QUEZON CITY ON SEPTEMBER 27-29, 2017	SO Nos.782 Dated September 6, 2017	3,600.00	Rogelio C. Santiago	Supervising Cashier	18	EXTERNAL		
3,600.00											Elma C. Daquioag	Cashier II	14	EXTERNAL			
3rd QUARTER 2017 (JUL-SEP)				0	96	0	96					126,100.00					
TOTAL JAN- SEPTEMBER				0	123	0	123					175,960.00					
43	2017 AGIA NATIONAL CONVENTION CUM SEMINAR THEMED "SUSTAINING THE ROLE OF AGIA IN THE GOVERNMENTS THRUST ON GOOD GOVERNANCE" TO BE HELD AT CAP JOHN HAY TRADE AND CULTURAL CENTER CAMP JOHN HAY, LOAKAN, BAGUIO CITY. OCTOBER 2-6, 2017	Leadership			1		1	10/2/2017	10/6/2017	CONDUCTED BY AGIA TO BE HELD AT CAP JOHN HAY TRADE AND CULTURAL CENTER CAMP JOHN HAY, LOAKAN, BAGUIO CITY. OCTOBER 2-6, 2017	SO Nos. 0779 Dated September 5, 2107	0.00	Dinah E. Pichay	Department Manager III	26	External	
44	SEMINAR ON LAWS AND RULES ON GOVERNMENT EXPENDITURES (LARGE) TO BE CONDUCTED BY THE COMMISSION ON AUDIT (COA) AT THE PROFESSIONAL DEVELOPMENT CENTER, COMMONWEALTH AVE. QUEZON CITY ON OCTOBER 3-6, 2017	Technical		1	1	10/3/2017	10/6/2017		CONDUCTED BY THE COMMISSION ON AUDIT (COA) AT THE PROFESSIONAL DEVELOPMENT CENTER, COMMONWEALTH AVE. QUEZON CITY ON OCTOBER 3-6, 2017	SO Nos.803 Dated SEPTEMBER 11, 2017	4,800.00	Carmelita V. Albano	Senior Bookkeeper	9	External		
4,800.00											Russel R. Rutab	Financial Analyst I	11	External			
45	2017 ANNUAL CONVENTION CUM SEMINAR OF THE ASSOCIATION OF THE GOVERNMENT INTERNAL AUDITORS, "SUSTAINING THE ROLE OF AGIA IN THE GOVERNMENT'S THRUST ON GOOD GOVERNANCE" CONDUCTED ON OCTOBER 4-6, 2017 AT CAMP JOHN HAY TRADE AND CULTURAL CENTER BAGUIO CITY	Technical	TC 1	2	2	10/4/2017	10/6/2017		CONDUCTED BY AGIA ON OCTOBER 4-6, 2017 AT CAMP JOHN HAY TRADE AND CULTURAL CENTER BAGUIO CITY	SO Nos. 691 Dated AUGUST 1, 2017	9,000.00	Charity P. Garcia	Internal Auditor IV	22	External		
9,000.00											Rochelle C. De Peralta	Internal Auditor I	11	External			
46	INTERNATIONAL CONFERENCE ON PUBLIC SECTOR PRODUCTIVITY ON OCTOBER 10-11, 2017 AT THE DAP CONFERENCE CENTER IN TAGAYTAY CITY, WITH THE THEME "TRANSFORMING THE PUBLIC SECTOR IN THE AGE OF INNOVATION, CONDUCTED BY DAP	Leadership			1		1	10/10/2017	10/11/2017	OCTOBER 10-11, 2017 AT THE DAP CONFERENCE CENTER IN TAGAYTAY CITY, CONDUCTED BY DAP	SO Nos. 0740 Dated AUGUST 24, 2017	4,000.00	Dr. Giovanni B. Palabay	Department Manager III	26	External	
47	PROGRAM COURSE DESIGN AND DEVELOPMENT TO BE CONDUCTED BY THE CIVIL SERVICE INSTITUTE OF THE CIVIL SERVICE COMMISSION ON OCTOBER 12-13, 2017 AT THE CSC BATASAN RD. QUEZON CITY	Technical			1		1	10/12/2017	10/13/2017	CONDUCTED BY THE CIVIL SERVICE INSTITUTE OF THE CIVIL SERVICE COMMISSION ON OCTOBER 12-13, 2017 AT THE CSC BATASAN RD. QUEZON CITY	SO Nos. 0868 Dated SEPTEMBER 13, 2017	5,000.00	Michelle P. Nacpil	HRMO II	15	EXTERNAL	

48	PRE RETIREMENT SEMINAR CONDUCTED BY GSIS , GSIS MINDANAO AVENUE, OCTOBER 20,2017	Foundations		2	15		17	10/20/2017		CONDUCTED BY GSIS , GSIS MINDANAO AVENUE, OCTOBER 20,2017	Office Order Nos. 514 Dated October 20,2016	0.00	ANNEX IV. PRE RETIREMENT SEMINAR OCTOBER 20,2017(18 , 1 JO)			EXTERNAL
49	"TRAINING ON THE PROJECT DEVELOPMENT AND EVALUATION TO BE CONDUCTED BY THE DEPARTMENT OF AGRICULTURE " ON OCTOBER 23-27, 2017 AND NOVEMBER 6-10,2017 CONDUCTED BY DEPARTMENT OF AGRICULTURE	Technical			25		25	10/23/2017	10/27/2017	TO BE CONDUCTED BY THE DEPARTMENT OF AGRICULTURE " ON OCTOBER 23-27, 2017 AND NOVEMBER 6-10,2017 CONDUCTED BY DEPARTMENT OF AGRICULTURE	SO Nos. 0881 Dated SEPTEMBER 29, 2017	0.00	ANNEX V. TRAINING ON THE PROJECT DEVELOPMENT AND EVALUATION " OCTOBER 23-27,2017 NOVEMBER 6-10, 2017 (28)			EXTERNAL
								11/6/2017	11/10/2017			0.00				
50	"TRAINING ON BASIC STATISTICS FOR PROJECT MONITORING AND EVALUATION ON OCTOBER 25-27,2017 AT BAGUIO CITY, CONDUCTED BY NEDA REGIONAL OFFICE NO. 1	Technical			1		1	10/25/2017	10/27/2017	CONDUCTED BY NEDA REGIONAL OFFICE NO. 1 OCTOBER 25-27,2017 AT BAGUIO CITY	SO Nos. 0886 Dated October 2, 2017	0.00	Manuel C. Ramiscal	Economist IV	22	EXTERNAL
51	WORKSHOP ON ENHANCEMENT AND FINALIZATION OF THE ACTION PLAN FOR REGION 1'S STRATEGIC COMMODITIES FOR CY 2017 CONDUCTED BY DEPARTMENT OF AGRICULTURE, NOVEMBER 3, 2017 AT DA CONFERENCE ROOM SAN FERNANDO CITY LA UNION	Technical			1		1	11/3/2017		CONDUCTED BY DEPARTMENT OF AGRICULTURE, NOVEMBER 3, 2017 AT DA CONFERENCE ROOM SAN FERNANDO CITY LA UNION	SO Nos. 0950 Dated October 25, 2017	0.00	Manuel C. Ramiscal	Economist IV	22	EXTERNAL
52	BRIEFING CUM WORKSHOP ON THE GUIDELINES ON THE ISSUANCE OF CERTIFICATION FOR LAND USE RECLASSIFICATION, CONDUCTED BY THE REGIONAL TECHNICAL EVALUATION COMMITTEE ON AND USE MATTERS (RTECLUM) OF DA REGION IV A ,DA ADMINISTRATIVE ORDER NO. 1 s 2017, NOVEMBER 7-9, 2017 HAVEN HOTEL TAGAYTAY	Technical			1		1	11/7/2017	11/9/2017	CONDUCTED BY THE REGIONAL TECHNICAL EVALUATION COMMITTEE ON AND USE MATTERS (RTECLUM) OF DA REGION IV A ,DA ADMINISTRATIVE ORDER NO. 1 s 2017, NOVEMBER 7-9, 2017	SO Nos. 0956 Dated OCTOBER 30,2017	0.00	Violeta E. Gayona	TPRO I	11	EXTERNAL
53	SUPERVISORY DEVELOPMENT COURSE (SDC TRACT 1, NON RESIDENTIAL) TO BE CONDUCTED BY THE CIVIL SERVICE COMMISSION REGION 1 (CSRO 1 TRAINING CENTER) SAN FERNANDO CITY LA UNION, November 7-10, 2017	Leadership			1		1	11/7/2017	1/10/2017	TO BE CONDUCTED BY THE CIVIL SERVICE COMMISSION REGION 1 (CSRO 1 TRAINING CENTER) SAN FERNANDO CITY LA UNION	SO Nos. 0874 Dated SEPTEMBER 26, 2017	4,800.00	Randy I. Abella	Senior Science	18	EXTERNAL
54	NATIONAL FORUM ON THE IMPLEMENTATION OF AGRICULTURAL AND BIOSYSTEMS ENGINEERING AND MECHANIZATION REGULATIONS ON NOVEMBER 8-9, 2017 AT THE CENTURY PARK HOTEL MANILA, CONDUCTED BY THE PROFESSIONAL REGULATORY BOARD ON AGRICULTURAL AND BIOSYSTEMS ENGINEERING (PRB-ABE) AND PHILIPPINE SOCIETY OF AGRICULTURAL ENGINEERS IN COLLABORATION WITH BUREAU OF AGRICULTURAL FISHERIES ENGINEERING (BAFE).	Technical			1		1	11/8/2017	11/9/2017	NOVEMBER 8-9, 2017 AT THE CENTURY PARK HOTEL MANILA, CONDUCTED BY THE PROFESSIONAL REGULATORY BOARD ON AGRICULTURAL AND BIOSYSTEMS ENGINEERING (PRB-ABE) AND PHILIPPINE SOCIETY OF AGRICULTURAL ENGINEERS IN	SO Nos. 0957 Dated NOVEMBER 2, 2017	4,000.00	Noralyn I. Idica	TPRO III	15	EXTERNAL
55	SEMINAR /WORKSHOP "HARMONIZATION ON THE OPERATION AND MANAGEMENT OF PERSONNEL IN THE DEPARTMENT OF AGRICULTURE " NOVEMBER 7-10,2017 AT THE APO VIEW HOTEL DAVAO CITY., CONDUCTED BY THE DEPARTMENT OF AGRICULTURE.	Technical			1		1	11/7/2017	11/11/2017	NOVEMBER 7-10,2017 AT THE APO VIEW HOTEL DAVAO CITY., CONDUCTED BY THE DEPARTMENT OF AGRICULTURE.	SO Nos. 0952 Dated OCTOBER 29, 2017		Perla C. Manzon	HRMO V	24	EXTERNAL
56	INVITATION FROM ILOCOS AGRICULTURE, AQUATIC, AND RESOURCES RESEARCH AND DEVELOPMENT CONSORTIUM (ILARDEC) TRAINING WORKSHOP ON "KNOWLEDGE MANAGEMENT" NOVEMBER 8-10,2017 AT ONE STOP INFORMATION SHOP,CRL BUILDING, MARIANO MARCOS STATE UNIVERSITY BATAAC ILOCOS NORTE.	Technical			1		1	11/8/2017	11/10/2017	INVITATION FROM ILOCOS AGRICULTURE, AQUATIC, AND RESOURCES RESEARCH AND DEVELOPMENT CONSORTIUM (ILARDEC) NOVEMBER 8-10,2017 AT ONE STOP INFORMATION	SO Nos. 0957 Dated OCTOBER 26, 2017		Patricia A. Inoncente	SRS II	18	EXTERNAL

57	6TH GENDER AND DEVELOPMENT PLANNING AND BUDGETTING CONDUCTED BY THE PHILIPPINE COMMISSION ON WOMEN , NOVEMBER 9,2017 AT COA	Foundations			2		2	11/9/2017		CONDUCTED BY THE PHILIPPINE COMMISSION ON WOMEN , NOVEMBER 9,2017 AT COA	SO Nos. 0975 Dated OCTOBER 26, 2017	Free	Charito M. Salazar	Budget Officer III	22	EXTERNAL
													Claire Monnette P. Esteban	Economist II	15	EXTERNAL
58	HANDS ON ACTIVITY ON THE EVALUATION OF EXTENSION PROJECTS IN REGION 4B ON NOVEMBER 20-24,2017 , CONDUCTED BY AGRICULTURAL TRAINING INSTITUTE -REGIONAL TRAINING CENTER I, IN COLLABORATION WITH MARIANO MARCOS STATE UNIVERSITY (mmsu).	Technical			2		2	11/20/017	11/24/2017	NOVEMBER 20-24,2017 , CONDUCTED BY AGRICULTURAL TRAINING INSTITUTE -REGIONAL TRAINING CENTER I, IN COLLABORATION WITH MARIANO MARCOS STATE UNIVERSITY (mmsu).	SO Nos. 0989 Dated OCTOBER 27, 2017	0.00	Imelda N. Riñen	DEPARTMENT MANAGER III	24	EXTERNAL
													Felisa R. Aurellano	Community Development Officer II	18	EXTERNAL
59	16TH NATIONAL ANNUAL EXECUTIVE CONFERENCE ON NOVEMBER 21-23, 2017 AT L' FISHER HOTEL LACSON ST. BACOLOD COTY TO BE CONDUCTED BY THE CAREER EXECUTIVE SERVICE BOARD AND THE NATIONAL UNION FOR CESOS WITH THE THEME "CONVERGENCE: CONVERGING FOR THE SUSTAINABLE DEVELOPMENT"	Technical/Leadership			9		9	11/21/2017	11/23/2017	16TH NATIONAL ANNUAL EXECUTIVE CONFERENCE ON NOVEMBER 21-23, 2017 AT L' FISHER HOTEL LACSON ST. BACOLOD COTY TO BE CONDUCTED BY THE CAREER EXECUTIVE SERVICE BOARD AND THE NATIONAL UNION FOR CESOS WITH THE THEME "CONVERGENCE: CONVERGING FOR THE SUSTAINABLE DEVELOPMENT"	SO NOS. 975A	72,000.00	ANNEX VI. 16TH NATIONAL ANNUAL CESB CONVENTION NOVEMBER 21-23 2017 (9)			EXTERNAL
60	"MANAGING ICT SERVICES IN GOVERNMENT -ITIL FRAMEWORK, ON NOVEMBER 27-29,2017 AT SEMINAR ROOM, 2ND FLOOR , DICT BUILDING, C.P. GARCIA AVENUE, DILIMAN,QUEZON CITY CONDUCTED BY THE NATIONAL ICT COMPETENCY MANAGEMENT SERVICE (NCM) AT ICT TRAINING ARM OF THE DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (DICT)	Technical			2		2	11/27/2017	11/29/2017	NOVEMBER 27-29,2017 AT SEMINAR ROOM, 2ND FLOOR , DICT BUILDING, C.P. GARCIA AVENUE, DILIMAN,QUEZON CITY CONDUCTED BY THE NATIONAL ICT COMPETENCY MANAGEMENT SERVICE (NCM) AT ICT TRAINING ARM OF THE DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (DICT)	SO Nos. 0991 Dated NOVEMBER 9, 2017	9,000.00	Joseph B. Benosa	Information System Analyst II		EXTERNAL
													Arnold B. Melosantos	Computer Programmer II		
61	TRAINING WORKSHOP ON LAND USE RECLASSIFICATION PROCESS FOR DA RFO I CONDUCTED BY DA, REGIONAL TECHNICAL COMMITTEE ON LAND USE MATTERS (RTECLUM) ON NOVEMBER 27-29,2017, EUROTEL HOTEL DON JUICO AVE MALABANIAS ANGELES PAMPANGA	Technical			1		1	11/27/2017	11/29/2017	CONDUCTED BY DA, REGIONAL TECHNICAL COMMITTEE ON LAND USE MATTERS (RTECLUM) ON NOVEMBER 27-29,2017, EUROTEL HOTEL DON JUICO AVE MALABANIAS ANGELES PAMPANGA	SO Nos. 1016 Dated NOVEMBER 22, 2017		Giovanni B. Palabay	DEPARTMENT MANAGER III	26	EXTERNAL
62	REGIONAL TECHNICAL EVALUATION COMMITTEE ON LAND USE MATTERS (RTECLUM) " 3 DAY TRAININGWORKSHOP ON LAND USE RECLASSIFICATION PROCESS" ON NOVEMBER 27-29, 2017 AT EUROTEL HOTEL ,21 DON JUICO AVE, MALABANIAS ANGELES PAMPANGA	Technical			1		1	11/27/2017	11/29/2017	REGIONAL TECHNICAL EVALUATION COMMITTEE ON LAND USE MATTERS (RTECLUM) " 3 DAY TRAININGWORKSHOP ON LAND USE RECLASSIFICATION PROCESS" ON NOVEMBER 27-29, 2017 AT EUROTEL HOTEL ,21 DON JUICO AVE,	SO Nos. 1005 Dated NOVEMBER 17, 2017		Roger T. Madriaga	Chief Agriculturist	22	EXTERNAL
63	TRAINING ON TRANSLATING RESEARCH RESULTS INTO QUALITY JOURNAL ARTICLE ON DECEMBER 6-8,2017 AT MASISIT DACAL COOPERATIVE BEACH RESORT AND TRAINING CENTER IN SANCHEZ MIRA, CAGAYAN. CONDUCTED BY THE ILOCOS AGRICULTURE, AQUATIC, AND RESOURCES RESEARCH AND DEVELOPMENT CONSORTIUM (ILARRDEC) DECEMBER 5-9, 2017	Technical			2		2	12/5/2017	12/9/2017	CONDUCTED BY THE ILOCOS AGRICULTURE, AQUATIC, AND RESOURCES RESEARCH AND DEVELOPMENT CONSORTIUM (ILARRDEC) DECEMBER 5-9, 2017	SO Nos. 1019 Dated NOVEMBER 23, 2017		Randy I. Abella	Senior Science Research Specialist	19	EXTERNAL
													Felisa R. Aurellano	Community Development Officer III	18	
64	NATIONAL CONVENTION OF GOVERNMENT	Technical			3		3	12/8/2017		CONDUCTED BY THE	SO Nos. 1036Dated	5,500.00	Excelsior R. Mejia	Market Specialist IV	22	EXTERNAL

	EMPLOYEES , IN CELEBRATION OF THE NATIONAL GOVERNMENT EMPLOYEES WEEK THIS YEARS THEME " STRENGTHENING THE POWER OF PUBLIC SERVANTS AS STRONG PARTNER IN BUILDING AN EFFECTIVE BUREAUCRACY", DECEMBER 8, 2017 AT PICC PASAY								PHILIPPINE GOVERNMENT EMPLOYEES ASSOCIATION, DECEMBER 8, 2017 AT PICC PASAY	NOVEMBER 28 2017		Rosalie P. Catura	Internal Auditor II	15	EXTERNAL		
65	TRAINING COURSE ON "HAZARD ANALYSIS CRITICAL CONTROL POINT (HACCP) TRAINING FOR INDUSTRY" DECEMBER 10-14,2017, TAGAYTAY CITY.	Technical		2		2	12/10/2017	12/14/2017	DECEMBER 10-14,2017, TAGAYTAY CITY.	SO Nos. 1075 Dated DECEMBER 13, 2017	15,000.00	Michelle P. Nacpil Nora A. Corre	HRMO II Project Manager (APP)	15 18	EXTERNAL EXTERNAL		
												Orlando E. Pacapac	Accountant IV	22	EXTERNAL		
66	TECHNICAL WORKING GROUP SEMINAR ORIENTATION CUM WORKSHOP ON BPS DIRECTIVES AND ROLES AND RESPONSIBILITIES OF THE CHAIR AND MEMBERS , CONDUCTED BY BUREAU OF AGRICULTURE AND FISHERIES STANDARD (BAFS) TO BE HELD ON 13 DECEMBER 2017 AT BPI COMPOUND, BAFS, CONFERENCE ROOM, VISAYAS AVE. DILIMAN QC	Technical		2		2	12/12/2017	12/14/2017	CONDUCTED BY BUREAU OF AGRICULTURE AND FISHERIES STANDARD (BAFS) TO BE HELD ON 13 DECEMBER 2017 AT BPI COMPOUND, BAFS, CONFERENCE ROOM, VISAYAS AVE. DILIMAN QC	SO Nos. 1061 Dated december 8,2017		Imelda Rinen	DEPARTMENT MANAGER III	26	EXTERNAL		
												Lina A. Cera	Chief Science Research Specialist	24	EXTERNAL		
67	TRAINING COURSE ON TRANSITION FROM ISO 9001:2008 TO ISO 9001:2015 QUALITY MANAGEMENT SYSTEM (QMS) , CONDUCTED BY THE DEVELOPMENT ACADEMY OF THE PHILIPPINES, AT NTA TRNG RM DECEMBER 14, 2017	Technical		45		45	12/14/2017		CONDUCTED BY THE DEVELOPMENT ACADEMY OF THE PHILIPPINES, AT NTA TRNG RM DECEMBER 14, 2017	SO Nos. 1023 Dated NOVEMBER 23, 2017		ANNEX VII, TRAINING COURSE ON TRANSITION FORM ISO 9001:2008 TO ISO 9001:2015 DEC 13 2017 (45)			EXTERNAL	C/O SI SUE	
68	"GOVERNMENT PROCUREMENT REFORM ACT (RA 9184) AND ITS REVISED IMPLEMENTING RULES AND REGULATION AND UPDATES" TO BE CONDUCTED BY THE ASSOCIATION OF THE GOVERNMENT INTERNAL AUDITORS (AGIA) AT HOTEL KIMBERLY #770 PEDRO GIL MALATE MANILA ON OCTOBER 18-20, 2017.	Technical		3		3	12/19/2017	12/21/2017	TO BE CONDUCTED BY THE ASSOCIATION OF THE GOVERNMENT INTERNAL AUDITORS (AGIA) AT HOTEL KIMBERLY #770 PEDRO GIL MALATE MANILA ON OCTOBER 18-20, 2017.	SO Nos. 1027 Dated NOVEMBER 27, 2017	6,000.00	Dr. Robert R. Bonoan	DEPARTMENT MANAGER III	26	EXTERNAL		
											6,000.00	Dr. Cristina C. Lopez	DEPARTMENT MANAGER III	24	EXTERNAL		
											6,000.00	Ma. Teresa B. Laudencia	DEPARTMENT MANAGER III	26	EXTERNAL		
											6,000.00	Atty. Rohbert A. Ambros	OIC Corporate Planning	24	EXTERNAL		
											0.00						
	4TH QUART (OCTOBER-DECEMBER 2017)			3	27	0		130									
	GRAND TOTAL			3	250	0		253			175,960.00						

PREPARED BY:

Michelle P. Nacpil
HRMO II

CONFORME:

PERLA C. MANZON
Chief, Administrative Services Division

CERTIFIED CORRECT:

CRISTINA C. LOPEZ
Manager, Administrative Department

ANNEXES : TRAINING ATTENDANCE 2017

Annex I.TOBACCO NEWS WRITERS SEMINAR AND TRAINING AUGUST 25, 2017

	Participants	Position	Salary Grade	PTEA
1	DIVINA D. PAGDILAO	AGRICULTURIST I	11	9/25/2017
2	JESUSA A.CALANO	TPRO II	15	9/25/2017
3	NORALYN I. IDICA	TPRO III	15	9/20/2017
4	TOMASITO G.TALOZA	AGRICULTURIST II	15	9/20/2017
5	ORLANDO O.GALDONES	TPRO III	15	9/14/2017
6	IMELDA C. PARBO	SENIOR SCIENCE RESEARCH SPECIALIST	19	9/18/2017
7	ETHELWOLDA C. BOSQUE	SECRETARY I	7	10/4/2017
8	MARIFE P. PERALTA	TPRO I	jo	10/4/2017
9	KRISTINA MAE S. CASTANEDA	TPRO I	11	9/20/2017
10	CANDIDO I.LIANGAO	AGRICULTURIST I	11	9/20/2017
11	JOANNALIZA D. ORDINANTE	TPRO I	11	9/20/2017
12	ALMA G. TORALBA	SENIOR TPRO	18	9/14/2017
13	MARLON G. FACUN	TPRO I	11	9/14/2017
14	GILBERT A. TAGUIAM	CHIEF AGRICULTURIST	24	9/27/2017
15	BERNADETH C. TAMAYAO	ACCOUNTANT II	16	9/27/2017
16	ELMERANTE A. GINEZ	AGRICULTURIST I	11	9/27/2017
17	JOEFREY T. BAUTISTA	CHIEF AGRICULTURIST	24	9/15/2017
18	FELISA R. AURELLANO	COMMUNITY DEVT OFFICER III	18	9/28/2017
19	LAGRIMAS BELTRAN	TPRO III	15	9/15/2017
20	SANDRA NOVA VERGARA	MARKETING ASSISTANT	n/a	10/23/2017
21	NEYO E. VALDEZ	PRO III	18	9/27/2017
22	PERLA C. MANZON	HRMO V	24	9/15/2017
23	CAROL LYNN R. SAMBO	SCIENCE RESEARCH SPECIALIST II	16	9/7/2017
24	FORTUNA C. BENOSA	DIVISION CHIEF III	24	didnt atted
25	ELEANOR A. RAPANUT	SUPERVISING TPRO	22	didnt atted

Annex II.SEMINAR FOR PUBLIC ACCOUNTANT SEPT 14-15, 2017

	Participants	Position	Salary Grade	PTEA
1	VALENTINO L. VALDEZ	ACCOUNTANT III	19	10/18/2017
2	RESTY C. CAMBE	ACCOUNTANT III	19	10/18/2017
3	JANNALIE T. ESQUIERDO	ACCOUNTANT III	19	10/2/2017
4	ANNELI TAHRA A. ALZATE	ACCOUNTANT II	16	10/23/2017
5	ADONIS B. YANGAT	ACCOUNTANT III	19	10/18/2017

**Annex III.HANDS ON TRAINING AND BRIEFING ON GPS USE AND SOIL AND WATER SAMPLI
NTA SEPTEMBER 22, 2017**

	Participants	Position	Salary Grade	PTEA
1	ROMEO Y. PACULDO	AGRICULTURIST II	15	10/11/2017
2	FLORENCIA T. SALIMBAY	AGRICULTURIST I	11	10/11/2017
3	JULIO BARBOSA	TRPO I	11	10/11/2017
4	MELBEN BEJARIN	TRPO I	11	10/11/2017
5	SATURNINO A. AGATEP	TRPO III	15	11/6/2017
6	RHONELLE SULLICIPAN	TRPO I	11	didnt attend
7	MILAGROS C. MAGCALENG	TRPO I	11	11/6/2017
8	ROSEMARIE T. SORIANO	TRPO I	11	11/6/2017
9	DIVINA D. PAGDILAO	AGRICULTURIST I	11	11/6/2017
10	PRESCILLA LAGADON	TRPO I	11	11/6/2017
11	ELPIDIO T. GONZALES	TPRO III	15	10/2/2017
12	VICTOR VALLEDOR	AGRICULTURIST I	11	10/2/2017
13	VICKY RAMOS	TRPO I	11	10/2/2017
14	CLEOFE ARGEL	TRPO I	11	10/2/2017

4	Eleanor R. Rapanut	Supvg. Tobacco Production & Regulation Officer	24	11/27/2017
5	Reynaldo R. Aquino	Budget Officer V	24	11/18/2017
6	Mark Angelo B. Castillo	Private Secretary I	11	11/27/2017
7	Alex L. Borje	Chief Tobacco Production & Regulation Officer	24	11/29/2017
8	Lina A. Cera	Chief Science Research Specialist	24	11/28/2017
9	Nelly U. Castro	Chief Science Research Specialist	24	11/27/2017
10	Luzviminda U. Padayao	Chief Agriculturist	18	11/22/2017
11	Teresito D. Dela Rosa	Project Evaluation Officer III	22	10/30/2017
12	Diosdado L. Maduli	Supvg. Tobacco Production & Regulation Officer	24	11/22/2017
13	Gilbert A. Taguiam	Chief Agriculturist	15	11/28/2017
14	Michelle P. Nacpil	HRMO II	15	11/28/2017
15	Claire Monnette P. Esteban	Economist II	22	11/28/2017
16	Dina Dela Reyna	Chemist III	19	12/4/2017
17	Randy I. Abella	Senior Science Research Specialist	18	12/4/2017
18	Feliza R. Aureliano	Community Development Officer III	18	12/4/2017

batch 2 NOV 6-10,2017

14	Joefrey T. Bautista	Chief Agriculturist		12/11/2017
15	Manuel C. Ramiscal	Economist IV		
16	Cecilio A. Cabigan	Chief Science Research Specialist		
17	Ped Ruben B. Barbero	Chief Agriculturist		12/4/2017
18	Roger T. Madriaga	Chief Agriculturist		12/22/2017
19	Loreto S. Reyes	Administrative Officer III		11/22/2017
20	Emma Beth B. Fantastico	Chief Agriculturist		11/22/2017
21	Roman J. Raganit	Supervising Science Research Specialist		12/4/2017
22	Jay C. Darlucio	Project Evaluation Officer II		
23	Alexis B. Jarnias	Supvg. Tobacco Production & Regulation Officer		

Annex VI. 16TH NATIONAL ANNUAL EXECUTIVE CONFERENCE NOVEMBER 21-23,2017

Participants	Position	Salary Grade	PTEA
1 Roberto R. Bonoan	Department Manager III	26	
2 Dinah E. Pichay	Department Manager III	26	
3 Mario E. Corpuz	Department Manager III	26	
4 Rohbert A. Ambros	Department Manager III	26	
5 Estrella G. De Peralta	Department Manager III	26	
6 Giovanni B. Palabay	Department Manager III	26	12/22/2017
7 Minerva P. Mizal	Department Manager III	26	
8 Cesario G. Sambrana	Department Manager III	26	
9 Herman C. Torres	Department Manager III	26	

Annex VII. TRAINING ON TRANSITION ISO 9001:2008 - 9001 - 2015 DECEMBER 14,2017 (45)

1	ROBERT L. SEARES MD	Administrator	30	Submitted 1 unified feedback to secretariat, December 18, 2017
2	Atty. Mel John I. Verzosa	DAOP	28	
3	Cristina C. Lopez	Department Manager III	26	
4	Roberto R. Bonoan	Department Manager III	26	
5	Ma. Teresa B. Laudencia	Department Manager III	26	
6	Dinah E. Pichay	Department Manager III	26	
7	Rohbert A. Ambros	Department Manager III	26	
8	Fortuna C. Benosa	OIC- DM	22	

9	Imelda N. Rinen	Department Manager III	26
10	Mario E. Corpuz	Department Manager III	26
11	Minerva P. Mizal	Department Manager III	26
12	Estrella G. De Peralta	Department Manager III	26
13	Giovanni B. Palabay	Department Manager III	26
14	Cesario G. Sambrana	Department Manager III	26
15	Esmeralda G. Valera	Department Manager III	26
16	Corazon R. Riazonda	Department Manager III	26
17	Hérman C. Torres	Department Manager III	26
18	Neyo E. Valdez	PR Officer III	18
19	Perla C. Manzón	HRMO V	24
20	Vivien F. Ferareza	Supply Officer	15
21	Michelle P. Nacpil	HRMO II	15
22	Lina A. Cera	Chief Science Research specialist	24
23	Excelsior R. Mejia	Market Specialist IV	24
24	Myrna O. Lozano	Chief Science Research specialist	24
25	Imelda C. Parbo	SR. SRS	22
26	Milagros C. Tiu	Chief Accountant	24
27	Reynaldo R. Aquino	Division Chief III	24
28	Charity P. Garcia	Internal auditor IV	22
29	Alex L. Borje	Chief TPRO	24
30	Eleanor A. Rapanut	OIC- Chief TPRO	22
31	Priscilla S. Esguerra	Information Technology Officer III	24
32	Manuel C. Ramiscal	Economist IV	22
33	Teresita D. Dela rosa	Project Evaluation Officer III	22
34	Nelly U. Castro	Chief Science Research specialist	24
35	Felisa R. Aurellano	CDO III	22
36	Luzviminda U. Padayao	Chief Agriculturist	22
37	Faustino O. Taal	Chief Agriculturist	22
38	Roman J. Raganit	Chief Agriculturist	22
39	Emmabeth B. Fantastico	Chief Agriculturist	22
40	Roger T. Madriaga	Chief Agriculturist	22
41	Ped Ruben Barbero	Chief Agriculturist	22
42	Joefrey T. Bautista	Chief Agriculturist	22
43	Gilbert A. Taguiam	Chief Agriculturist	22
44	Nora A. Corre	Chief Agriculturist	22
45	Hermogenes A. Galvez	Chief Agriculturist	26