

Republic of the Philippines  
 Department of Agriculture  
 NATIONAL TOBACCO ADMINISTRATION  
 Scout Reyes St cor Panay Ave., Quezon City  
 As of June 1, 2018  
 Human Resource Development Interventions  
 Trainings and Seminars

UNCONTROLLED COPY  
 ISSUED TO: ATTY. KMANOS  
 DEPT./DIV: 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.                                       | Training Expense/ Amount | Attendees/ Participants  | Position          | Salary Grade | Remarks    | PTEA SUBMISSION |
|------|---|------------------------------|------------------|------------------|-----------|-----------|-------|--------------------|-----------|--|---|--------------------------|--|-------------------|--------------|------------|-----------------|
|      |   |                              |                  | 1st Level        | 2nd Level | 3rd Level | Total | To                 | From      |  | Date of S.O   |                          |  |                   |              |            |                 |
| 1    | 2018 NATIONAL SUMMIT OF AGRARIAN REFORMS STAKEHOLDERS, CONDUCTED BY THE DEPARTMENT OF AGRARIAN REFORM-CO, JANUARY 25-26, 2018   | Technical                    |                  |                  | 1         |           | 1     | 1/25/2018          | 1/26/2018 | CONDUCTED BY THE DEPARTMENT OF AGRARIAN REFORM-CO, JANUARY 25-26, 2018 at CLARK AIR BASE ANGELES CITY PAMPANGA   | SO. Nos.0051 , series of 2018<br>Dated January 19, 2018 |                          | Randy I. Abella  | Senor SRS         | 18           | EXTERNAL   | 27/02/2018      |
| 2    | ORIENTATION SEMINAR " NTA HARMONIZED GRADING SYSTEM OF LOCALLY GROWN VIRGINIA LEAF TOBACCO" CONDUCTED BY THE IRD, QAD OF NTA ON BATCH 1 JANUARY 31, 2018 CANDON B.O., BATCH 2 FEBRUARY 1 2018, BATCH 3 FEBRUARY 2, 2018 CANDON BRANCH OFFICE , BATCH 4 FEBRUARY 7, 2018 ULPi WAREHOUSE LA UNION , BATCH 5 FEBRUARY 8, 2018 TMI BUYING STATION SAN JUAN ILOCOS SUR, BATCH 6 FEBRUARY 9, 2018 PMFTC WAREHOUSE STA CRUZ ILOCOS SUR | Technical                    |                  |                  | 55        |           | 55    | 1/31/2018          | 2/9/2018  | CONDUCTED BY THE IRD, QAD OF NTA ON BATCH 1 JANUARY 31, 2018 CANDON B.O., BATCH 2 FEBRUARY 1, 2018, BATCH 3 FEBRUARY 2, 2018 CANDON BRANCH OFFICE , BATCH 4 FEBRUARY 7, 2018 ULPi WAREHOUSE LA UNION , BATCH 5 FEBRUARY 8, 2018 TMI BUYING STATION SAN JUAN ILOCOS SUR, BATCH 6 FEBRUARY 9, 2018 PMFTC WAREHOUSE STA CRUZ ILOCOS SUR | SO. Nos.0057 , series of 2018<br>Dated January 21, 2018 |                          | ANNEX I.NTA HARMONIZED LEAF GRADING SYSTEM OF LOCALLY GROWN VIRGINIA LEAF TOBACCO. JANUARY 31,2018 TO FEBRUARY 9, 2018 |                   | INTERNAL     |            |                 |
| 3    | FARMERS ORGANIZATIONAL DEVELOPMENT PROGRAM CORE GROUP CONFERENCE ON JANUARY 31 TO FEBRUARY 2, 2018 AT 1:00 PM, FOR CAGAYAN & ISABELA , FTSD, ILOCOS NORTE, VIGAN, ABRA , LA UNION, AND PANGASINAN STAFF.  | Technical                    |                  |                  | 28        |           | 28    | 2/1/2018           |           | JANUARY 31 TO FEBRUARY 2, 2018 AT 1:00 PM, FOR CAGAYAN & ISABELA , FTSD, ILOCOS NORTE, VIGAN, ABRA , LA UNION, AND PANGASINAN STAFF.   | SO. Nos.0064 , series of 2018<br>Dated January 22, 2018 |                          | ANNEX II.FARMERS ORGANIZATIONAL DEVELOPMENT PROGRAM CORE GROUP FEBRUARY 1, 2018  |                   | INTERNAL     | 01/03/2018 |                 |
| 4    | DA- RFO 1 ONE DAY STAKEHOLDERS'CONSULTATION WORKSHOP FOR THE PREPARATION OF A FIVE -YEAR STRATEGIC PLAN FOR CY 2018-2022, on JANUARY 30, 2018 AT HOTEL ARIANA PARINAO BAUANG LA UNION,  | Technical                    |                  |                  | 1         |           | 1     | 1/30/2018          |           | DA- RFO 1 JANUARY 30, 2018 AT HOTEL ARIANA PARINAO BAUANG LA UNION,  | SO. Nos.0068 , series of 2018<br>Dated January 22, 2018 |                          | Manuel C. Ramiscal   | Economist IV      | 22           | EXTERNAL   |                 |
| 5    | 1ST PAGBA QUARTERLY SEMINAR AND MEETING WITH THIS YEAR'S THEME " ASEAN INTEGRATION AND PUBLIC FINANCIAL MANAGEMENT REFORMS TOWARDS SUSTAINABLE SHARED GROWTH" TO BE HELD ON FEBRUARY 7-10, 2018 AT THE MANSION, ILOILO CITY , CONDUCTED BY THE PHILIPPINE ASSOCIATION FOR GOVERNMENT BUDGET ADMINISTRATION (PAGBA) INC.   | Technical                    |                  |                  | 1         |           | 1     | 2/6/2018           | 2/11/2018 | FEBRUARY 7-10, 2018 AT THE MANSION , ILOILO CITY , CONDUCTED BY THE PHILIPPINE ASSOCIATION FOR GOVERNMENT BUDGET ADMINISTRATION (PAGBA) INC.   | SO. Nos.0073 , series of 2018<br>Dated January 30, 2018 | 8,000.00                 | Charito M. Salazar   | Budget Officer IV | 22           | EXTERNAL   |                 |

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|----|---|-----------|--|--|----|----|----|---------------------------|-----------|---|--|----------|---|----------------|----|----------|------------|
| 6  | ORIENTATION SEMINAR ON THE RULES AND REGULATION GOVERNING THE TRADING OF LOCALLY GROWN LEAF TOBACCO, FEBRUARY 5-6, 2018, FEBRUARY 5 (PANGASINAN, LAUNION, ABRA AND CANDON, FEBRUARY 6, 2018 FOR BATAAC, ILOCOS NORTE, VIGAN. CONDUCTED BY REGULATION DEPARTMENT NTA CENTRAL OFFICE.   | Technical |  |  | 54 |    | 54 | 2/5/2018                  | 2/6/2018  | FEBRUARY 5-6, 2018, FEBRUARY 5 (PANGASINAN, LAUNION, ABRA AND CANDON, FEBRUARY 6, 2018 FOR BATAAC, ILOCOS NORTE, VIGAN. CONDUCTED BY REGULATION DEPARTMENT NTA CENTRAL OFFICE.  | SO. Nos.0076, series of 2018<br>Dated January 25, 2018       |          | ANNEX III. ORIENTATION SEMINAR ON THE RULES AND REGULATIONS GOVERNING THE TRADING OF LOCALLY GROWN LEAF, FEBRUARY 5-6, 2018                           | INTERNAL       |    |          |            |
| 7  | TAX BRIEFING ON TAX REFORM FOR ACCELERATION AND INCLUSION (TRAIN) CONDUCTED BY BUREAU OF INTERNAL REVENUE RDO 2   | Technical |  |  | 1  |    | 1  | 2/6/2018                  |           | TAX BRIEFING ON TAX REFORM FOR ACCELERATION AND INCLUSION (TRAIN) CONDUCTED BY BUREAU OF INTERNAL REVENUE RDO 2   | OO DATED Feb 6, 2018   |          | Jannalle T. Esquiedo  | Accountant III | 19 | EXTERNAL | 20/02/2018 |
| 8  | SEMINAR ON SOCIAL MEDIA FOR DEVELOPMENT BY THE NATIONAL ICT COMPETENCY MANAGEMENT SERVICE OF THE DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY ON February 18-22 2018 FROM 8:00 AM -5:00 PM AT THE SEMINAR ROOM, 2ND FLOOR, DICT BUILDING, C.P. GARCIA DILIMAN QUEZON CITY. | Technical |  |  | 1  |    | 1  | 2/18/2018                 | 2/22/2018 | CONDUCTED BY THE PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE AND PHILIPPINE INFORMATION AGENCY  | SO. Nos.0102, series of 2018<br>Dated February 20, 2018      |          | Neyo E. Valdez  | PRO III        | 18 | EXTERNAL | 02/05/2018 |
| 9  | ORIENTATION ON THE APPROVED HARMONIZED GRADING SYSTEM OF LOCALLY GROWN BURLEY LEAF TOBACCO, CONDUCTED BY THE INDUSTRIAL RESEARCH DEPARTMENT OF NTA, ON BATCH 1: FEBRUARY 27, 2018 NTA PANGASINAN B.O. BATCH 2: MARCH 8, 2018 NTA ISABELA B.O.   | Technical |  |  | 1  | 71 | 72 | 2/27/2018 and<br>3/8/2018 |           | CONDUCTED BY THE INDUSTRIAL RESEARCH DEPARTMENT OF NTA, ON BATCH 1: FEBRUARY 27, 2018 NTA PANGASINAN B.O. BATCH 2: MARCH 8, 2018 NTA ISABELA B.O.   | SO. Nos.0132, series of 2018<br>Dated February 20, 2018      |          | ANNEX IV. ORIENTATION SEMINAR ON THE APPROVED NTA HARMONIZED GRADING SYSTEM OF LOCALLY GROWN BURLEY LEAF TOBACCO, FEBRUARY 27, 2018 and MARCH 8, 2018 | INTERNAL       |    |          |            |
| 10 | SEMINAR ON SOCIAL MEDIA FOR DEVELOPMENT BY THE NATIONAL ICT COMPETENCY MANAGEMENT SERVICE OF THE DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY ON MARCH 1-2, 2018 FROM 8:00 AM 5:00 PM AT THE SEMINAR ROOM, 2ND FLOOR, DICT BUILDING, C.P. GARCIA DILIMAN QUEZON CITY.      | Technical |  |  | 1  |    | 1  | 3/1/2018                  | 3/2/2018  | THE NATIONAL ICT COMPETENCY MANAGEMENT SERVICE OF THE DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY ON MARCH 1-2, 2018 FROM 8:00 AM - 5:00 PM AT THE SEMINAR ROOM, 2ND FLOOR, DICT BUILDING, C.P. GARCIA DILIMAN QUEZON CITY. | SO. Nos.0152, series of 2018<br>Dated February 23, 2018      | 3,000.00 | Neyo E. Valdez  | PRO III        | 18 | EXTERNAL | 02/05/2018 |
| 11 | SEMINAR ON TAX REFORM FOR ACCELERATION AND INCLUSION (TRAIN) FOR CERTIFIED PUBLIC ACCOUNTANTS CONDUCTED BY THE PHILIPPINES INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS (PICPA), BAGUIO-BENGUET CHAPTER ON MARCH 12, 2018 AT BBCC CONFERENCE HALL, ASSUMPTION ROAD BAGUIO CITY.          | Technical |  |  | 1  |    | 1  | 3/11/2018                 | 3/12/2018 | CONDUCTED BY THE PHILIPPINES INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS (PICPA), BAGUIO-BENGUET CHAPTER ON MARCH 12, 2018 AT BBCC CONFERENCE HALL, ASSUMPTION ROAD BAGUIO CITY.  | SO. Nos.0191, series of 2018<br>Dated March 8, 2018 23, 2018 | 6,000.00 | Anneli Tahra A. Abaza   | Accountant II  | 16 | EXTERNAL | 12/05/2018 |
| 12 | ORIENTATION SEMINAR "NTA HARMONIZED GRADING SYSTEM OF LOCALLY GROWN VIRGINIA LEAF TOBACCO" CONDUCTED BY THE IRD, QAD OF NTA ON MARCH 13-15, 2018  | Technical |  |  | 49 |    | 49 | 3/13/2018                 | 3/15/2018 | CONDUCTED BY THE IRD, QAD OF NTA ON MARCH 13-15, 2018   | SO. Nos.0189, series of 2018<br>Dated March 5, 2018          |          | ANNEX V. ORIENTATION SEMINAR ON THE APPROVED NTA HARMONIZED GRADING SYSTEM OF LOCALLY GROWN BURLEY LEAF TOBACCO, March 13-15, 2018 NTA CO             | INTERNAL       |    |          |            |
| 13 | 1ST HR CONFERENCE CONDUCTED BY CSC IN COORDINATION WITH NTA ASD, DIR. N.SALUMBIDES, MARCH 19-20, 2018 NTA CENTRAL OFFICE  | Technical |  |  | 56 |    | 56 | 3/19/2018                 | 3/20/2018 | CONDUCTED BY CSC IN COORDINATION WITH NTA ASD, DIR. N.SALUMBIDES, MARCH 19-20, 2018 NTA CENTRAL OFFICE  | SO. Nos.0216, series of 2018<br>Dated March 12, 2018         |          | ANNEX VI. 1st HR, March 19-20, 2018 NTA CO (56)   | INTERNAL       |    |          |            |

|                                |  |           |  |    |    |   |                 |  |  |           |   |                                    |    |           |            |
|--------------------------------|--|-----------|--|----|----|---|-----------------|--|--|-----------|---|------------------------------------|----|-----------|------------|
| 14                             | "ORIENTATION-SEMINAR ON TRADE REMEDIES, FREE TRADE AGREEMENTS AND DISCIPLINES ON AGRICULTURAL TRADE" CONDUCTED BY THE DEPARTMENT OF AGRICULTURE ON MARCH 20-22, 2018 AT CLARKFIELD, PAMPANGA   | Technical |  | 2  | 2  | 3/20/2018                                   | 3/22/2018       | CONDUCTED BY THE DEPARTMENT OF AGRICULTURE ON MARCH 20-22, 2018 AT CLARKFIELD, PAMPANGA  | SO. Nos.0231, series of 2018<br>Dated March 13, 2018 |           | Loida S. Borje  | Sr TPRO                            | 18 | EXTERNAL  |            |
|                                |  |           |  |    |    |   |                 |  |  |           | Primitivo M. Abalos JR.   | TPRO III                           | 15 |           |            |
| 15                             | TECHNICAL SEMINAR ON CABLE SPLICING AND TERMINATION AND SHORT CIRCUIT AND VOLTAGE DROP CALCULATIONS ON MARCH 23-24, 2018 AT EL CIELITO INN BAGUIO CITY.  | Technical |  | 1  | 1  | 3/23/2018                                   | 3/24/2018       | MARCH 23-24, 2018 AT EL CIELITO INN BAGUIO CITY.   | SO. Nos.0195, series of 2018<br>Dated March 8, 2018  | 3,000.00  | Warner J. Batugo  |                                    |    | EXTERNAL  | 02/05/2018 |
| 1ST QUARTER TOTAL JAN-MAR 2018 |  |           |  |    |    |   |                 |  |  |           | 27,000.00   |                                    |    | COMPLETED |            |
| 16                             | TECHNICAL TRAINING ON DESIGN AND COST ESTIMATES OF SOLAR POWERED IRRIGATION SYSTEM (SPIS) TO BE CONDUCTED BY FTSD ON APRIL 2-3, 2018 AT NTA CO   | Technical |  | 40 | 40 | 4/2/2018                                    | 4/3/2018        | TECHNICAL TRAINING ON DESIGN AND COST ESTIMATES OF SOLAR POWERED IRRIGATION SYSTEM (SPIS) TO BE CONDUCTED BY FTSD ON APRIL 2-3, 2018 AT NTA                                    | SO. Nos.0179, series of 2018<br>Dated March 5, 2018  |           | ANNEX VII. TECHNICAL TRAINING ON DESIGN AND COST ESTIMATES IF SOLAR POWERED IRRIGATION SYSTEM (SPIS) NTA CO |                                    |    | INTERNAL  |            |
| 17                             | CASH MANAGEMENT AND ITS INTERNAL CONTROL SYSTEM TO BE CONDUCTED BY THE ASSOCIATION OF THE GOVERNMENT INTERNAL AUDITORS, IN. (AGIA) AT HOTEL KIMBERLY, 770 PEDRO GIL ST. MALATE, MANILA ON APRIL 4 TO 6, 2018   | Technical |  | 1  | 1  | 4/4/2018                                    | 4/6/2018        | CONDUCTED BY THE ASSOCIATION OF THE GOVERNMENT INTERNAL AUDITORS, IN. (AGIA) AT HOTEL KIMBERLY, 770 PEDRO GIL ST. MALATE, MANILA ON APRIL 4 TO 6,                              | SO. Nos.0264, series of 2018<br>Dated March 27, 2018 | 6,000.00  | Patricia Lourdes Cortez   | Cashier II                         | 14 | EXTERNAL  | 29/05/2018 |
| 18                             | REVISED AGENCY PROCUREMENT COMPLIANCE AND PERFORMANCE INDICATORS (ACPI) SYSTEM ON APRIL 5, 2018, WITHIN MANILA CONDUCTED BY THE GOVERNMENT PROCUREMENT POLICY BOARD TECHNICAL SUPPORT OFFICE (GPPB-TSO).   | Technical |  | 2  | 2  | 05/04/2018                                  |                 | APRIL 5, 2018, WITHIN MANILA CONDUCTED BY THE GOVERNMENT PROCUREMENT POLICY BOARD TECHNICAL SUPPORT OFFICE (GPPB-TSO).   | SO. Nos.0252, series of 2018<br>Dated March 23, 2018 |           | Priscilla S. Esguerra   | Information Technology Officer III | 24 | External  |            |
|                                |  |           |  |    |    |   |                 |  |  |           | Vivien F. Ferrareza   | Supply Officer II                  | 15 | External  |            |
| 19                             | PUBLIC SAFETY AND DESIGNATED DISASTER RISK REDUCTION (DRR) PUBLIC SERVICE CONTINUITY PLAN (PSCP) THAT WILL BE CONDUCTED IN PAMPANGA AND CAVITE   | Technical |  | 2  | 2  | APR10-15, May 15-19, June 18-22, July 23-27 | May 28 - June 2 | THAT WILL BE CONDUCTED IN PAMPANGA AND CAVITE  | SO. Nos.0192, series of 2018<br>Dated March 6, 2018  |           | Alex L. Borje   | Chief TPRO                         | 24 | EXTERNAL  | 07/08/2018 |
|                                |  |           |  |    |    |   |                 |  |  |           | Edgardo C. Guia   | Building Foreman                   | 14 | EXTERNAL  |            |
| 20                             | "NORTHERN LUZON REGIONAL CONFERENCE AS COORDINATED BY THE PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS, NORTHERN LUZON REGION AND PANGASINAN CHAPTER ON APRIL 20-21, 2018 AT THE CITY DELUXE RESTAURANT GRAND BALLROOM TAPUAC DISTRICT, DAGUPAN CITY   | Technical |  | 10 | 10 | 4/19/2018                                   | 4/22/2018       | COORDINATED BY THE PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS, NORTHERN LUZON REGION AND PANGASINAN CHAPTER ON APRIL 20-21, 2018 AT THE CITY DELUXE RESTAURANT GRAND | SO. Nos.0304, series of 2018<br>Dated April 12, 2018 | 28,000.00 | ANNEX VIII. NORTHERN LUZON REGIONAL CONFERENCE /PICPA [10]  |                                    |    | EXTERNAL  |            |
| 21                             | SYMPOSIUM FOR THE RENEWAL OF ACCREDITATION OF ACCREDITED RESPONSIBLE CARE OFFICERS (ARCO) /CERTIFIED PESTICIDE APPLICATOR (CPA) EXTERMINATOR/BIO-EFFICACY AND SEQUENTIAL PROBABILITY RATIO TEST (SPRT) RESEARCHERS ON APRIL 20, 2018 AT TRAINING CENTER FOR TROPICAL RESOURCES AND ECOSYSTEMS SUITABILITY (TREES), COLLEGE OF FORESTRY AND NATURAL RESOURCES, UPLB | Technical |  | 1  | 1  | 4/20/2018                                   |                 | APRIL 20, 2018 AT TRAINING CENTER FOR TROPICAL RESOURCES AND ECOSYSTEMS SUITABILITY (TREES), COLLEGE OF FORESTRY AND NATURAL RESOURCES, UPLB                                   | SO. Nos.0289, series of 2018<br>Dated April 6, 2018  |           | Randy I. Abella   | Senor SRS                          | 19 | EXTERNAL  | 05/05/2018 |

|    |   |           |  |   |   |           |           |   |  |           |  |                                   |    |          |            |
|----|---|-----------|--|---|---|-----------|-----------|---|--|-----------|--|-----------------------------------|----|----------|------------|
| 22 | SYMPOSIUM FOR THE ACCREDITATION OF ACCREDITED RESPONSIBLE CARE OFFICERS (ARCO) /CERTIFIED PESTICIDE APPLICATOR (CPA) EXTERMINATOR/BIO-EFFICACY AND SEQUENTIAL PROBABILITY RATIO TEST (SPRT) RESEARCHERS ON APRIL 20,2018 AT UPLB  | Technical |  | 1 | 1 | 4/20/2018 |           | APRIL 20,2018 AT UPLB   | SO. Nos. 295 series of 2018 Dated April 6, 2018    |           | Ariel R. Calica  | TPRO I                            | 11 | EXTERNAL | 20/04/2018 |
| 23 | SYMPOSIUM OF ACCREDITATION OF ACCREDITED RESPONSIBLE CARE OFFICERS (ARCO) /CERTIFIED PESTICIDE APPLICATOR (CPA) EXTERMINATOR/BIO-EFFICACY AND SEQUENTIAL PROBABILITY RATIO TEST (SPRT) RESEARCHERS ON APRIL 20,2018 AT UPLB   | Technical |  | 1 | 1 | 4/20/2018 |           | APRIL 20,2018 AT UPLB   | SO. Nos. 382 series of 2018 Dated April 6, 2018    |           | Amelia Veronica L. Lacaden   | Agriculturist II                  | 15 | EXTERNAL |            |
| 24 | 15TH INTERNATIONAL AGRICULTURAL ENGINEERING CONFERENCE AND EXHIBITION ,68TH PSAE ANNUAL CONVENTION AND 29TH PHILIPPINE AGRICULTURAL ENGINEERING WEEK ON APRIL 22-28,2018 AT THE USEP SPORTS AND CULTURAL CENTER, OBRERO DAVAO CITY. THIS YEARS THEME " AGRICULTURAL AN DBIOSYSTEMS ENGINEERS: PARTNERS IN AGRI-FISHERIES DEVELOPMENT FOR SUSTAINABLE TOMMORROW.   | Technical |  | 2 | 2 | 4/22/2018 | 4/28/2018 | 68TH PSAE ANNUAL CONVENTION AND 29TH PHILIPPINE AGRICULTURAL ENGINEERING WEEK ON APRIL 22-28,2018 AT THE USEP SPORTS AND CULTURAL CENTER, OBRERO DAVAO CITY. THIS YEARS THEME " AGRICULTURAL AN DBIOSYSTEMS ENGINEERS: PARTNERS IN  | SO. Nos.0317 , series of 2018 Dated April 12, 2018 | 13,000.00 | Engr. Cesario G. Sambrana  | Department Manager II             | 26 | EXTERNAL | 5/11/2018  |
|    |   |           |  |   |   |           |           |   |  |           | Engr. Warlie V. Oribello   |                                   |    |          | 02/05/2018 |
| 25 | 1ST SOUTHERN MINDANAO AGRICULTURISTS CONVENTION ON MAY 16-18, 2018 AT TAGUM CITY WITH THE THEME " UNIFIED WE RISE IN FACING AGRICULTURAL GLOBAL CHALLENGE" , CONDUCTED BY PHILIPPINE ASSOCIATION OF AGRICULTURISTS - DAVAO FACI CHAPTER. SEMINAR ON TAX UPDATE-TAX REFORM ACCELERATION FOR INCLUSION OR TRAIN AND COMPUTERIZED ACCOUNTING SYSTEM AS AFFECTED BY TRAIN LAW ONMAY 18-19,2018 AT THE UNIVERSITY OF NORTHERN TAMAG, VIGAN CITY.ILOCOS SUR. COORDINATED BY THE TAX UPDATE- TAX REFORM ACCELERATION FOR INCLUSION OR TRAIN AND COMPUTERIZED ACCOUNTING SYSTEM AS AFFECTED BY THE TRAIN LAW ON MAY 18-19, 2018 AT THE UNIVERSITY OF NORTHERN PHILIPPINES, TAMAG , VIGAN CITY COORDINATED BY THE PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTS (PICPA), ILOCOS SUR CHAPTER. | Technical |  | 1 | 1 | 5/16/2018 | 5/18/2018 | MAY 16-18, 2018 AT TAGUM CITY WITH THE THEME " UNIFIED WE RISE IN FACING AGRICULTURAL GLOBAL CHALLENGE" , CONDUCTED BY MAY 18-19,2018 AT THE UNIVERSITY OF NORTHERN TAMAG, VIGAN CITY,ILOCOS SUR, COORDINATED BY THE PHILIPPINE INSTITUTE OF MAY 18-19, 2018 AT THE UNIVERSITY OF NORTHERN PHILIPPINES, TAMAG , VIGAN CITY COORDINATED BY THE PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTS (PICPA) | S.O. Nos. 0379 S, 2018 , May 11, 2018              |           | Nelly Alba   | TPRO III                          | 15 |          |            |
| 26 |   | Technical |  | 1 | 1 | 5/18/2018 | 5/19/2018 |   | SO. NOS. 386 series of 2018 Dated April 27, 2018   | 3,360.00  | Eleanor C. Narag   | Accountant IX (JOB)               | n  | EXTERNAL |            |
| 27 |   | Technical |  | 8 | 8 | 5/18/2018 | 5/19/2018 |   | SO. NOS. 351 series of 2018 Dated April 27, 2018   |           | ANNEX IX. BRANCH ACCOUNTANTS / TRAIN MAY 18-19, 2018 , VIGAN   |                                   |    | EXTERNAL |            |
| 28 | BASIC COURSE FOR NEWLY DESIGNATED POLLUTION CONTROL OFFICER (PCO), ON MAY 21-25,2018 AT PCAPI TRAINING ROOM, CITYLAND PIONEER ST MANDALUYONG CITY , CONDUCTED BY THE POLLUTION CONTROL OF THE PHILS INC ( PCAPI) AND DENR/EMB   | Technical |  | 1 | 1 | 5/21/2018 | 5/25/2018 | ON MAY 21-25,2018 AT PCAPI TRAINING ROOM, CITYLAND PIONEER ST MANDALUYONG CITY , CONDUCTED BY THE POLLUTION CONTROL OF THE PHILS INC ( PCAPI)   | SO. Nos.0287 , series of 2018 Dated April 6, 2018  | 10,000.00 | Dina B. Dela Reyna   | Chemist IV                        | 22 | EXTERNAL |            |
| 29 | 40th ANNUAL CONVENTION AND SEMINAR ,CONDUCTED BY THE GOVERNMENT ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS (GACPA), WITH THIS YRS THEME, "SUSTAINING UNITY IN NATION- BUILDING, THROUGH SERVICE, HARMONY AND INNOVATION TO NURTURE ECONOMY (SUNSHINE), ON MAY 23-26,2018 AT THE WATERFRONT HOTEL LAHUG, CEBU CITY.   | Technical |  | 2 | 2 | 5/22/2018 | 5/27/2018 | CONDUCTED BY THE GOVERNMENT ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS (GACPA), WITH THIS YRS THEME, "SUSTAINING UNITY IN NATION- BUILDING, THROUGH SERVICE, HARMONY AND INNOVATION TO NURTURE ECONOMY   | SO. Nos.0307 , series of 2018 Dated April 13, 2018 | 8,000.00  | Milagros C. Tiu  | Chief Accountant                  | 24 | EXTERNAL |            |
|    |   |           |  |   |   |           |           |   |  | 8,000.00  | Russel R. Rutab  | Financial Analyst I               | 11 | EXTERNAL |            |
| 30 | AGRICULTURAL TRAINING INSTITUTE WORKSHOP/TRAINING ENTITLED"FROM OUTPUTS TO OUTCOMES: LEVELLING UP TO A RESULTS BASED- MONITORING AND EVALUATION PRACTICE" TO CONDUCTED ON MAY 21-25,2018TO BE HELD AT THE MADISON 101 HOTEL & TOWER ,AURORA BLVD. NEW MANILA QUEZON   | Technical |  | 4 | 4 | 5/21/2018 | 5/25/2018 | AGRICULTURAL TRAINING INSTITUTE CONDUCTED ON MAY 21-25,2018TO BE HELD AT THE MADISON 101 HOTEL & TOWER ,AURORA BLVD. NEW MANILA QUEZON CITY.  | SO NOS.350 , series of 2018 , DATED april 26, 2018 |           | ANNEX X. ATI FROM OUTPUTS TO OUTCOME: LEVELLING UP TO A RESULT BASED MONITORING AND EVALUATION, MAY 21-25, 2018 ,NEW MANILA QC |                                   |    | EXTERNAL |            |
| 31 | SUPPLY , DELIVERY, INSTALLATION AND COMMISSIONING OF LABORATORY EQUIPMENT (BATCH 1) FOR THE PROJECT :CAPABILITY ENHANCEMENT , LOT 1, TRAINING AND PRODUCT SEMINAR AT CERULEAN'S REGIONAL OFFICE IN  | Technical |  | 3 | 3 | 5/22/2018 | 5/23/2018 | CERULEAN'S REGIONAL OFFICE IN SINGAPORE ON MAY 22-23, 2018.   | SO. Nos.0353 , series of 2018 Dated April 30,2018  |           | Roberto R. Bonoan, PhD   | Department Manager II             | 26 | EXTERNAL | 06/06/2018 |
|    |   |           |  |   |   |           |           |   |  |           | Myrna O. Lozano  | Chief Science Research Specialist | 24 |          | 02/07/2018 |



| SINGAPORE ON MAY 22-25, 2018. |  |           |  |    |     |            |            |  |  | Dina B. Dela Reyna | Chemist IV  | 22                             | 06/06/2018 |           |           |
|-------------------------------|--|-----------|--|----|-----|------------|------------|--|--|--------------------|---|--------------------------------|------------|-----------|-----------|
| 32                            | GOVERNANCE COMMISSION FOR GOVERNMENT OWNED OR CONTROLLED CORPORATION (GCG), ORIENTATION /WORKSHOP ON THE GCG LEADERSHIP MANAGEMENT SYSTEM (GLMS) ON MAY 24, 2018 T GCG TRAINING RM ,3F CITIBANK CENTER 8741, PASEO DE ROXAS MAKATI CITY  | Technical |  | 3  | 3   | 5/24/2018  |            | GOVERNANCE COMMISSION FOR GOVERNMENT OWNED OR CONTROLLED CORPORATION (GCG) ON MAY 24, 2018 T GCG TRAINING RM ,3F CITIBANK CENTER 8741, PASEO DE ROXAS MAKATI CITY  | SO. Nos.0385 , series of 2018 Dated May 15, 2018 |                    | Rohbert A. Ambros   | Department Manager II          | 26         | EXTERNAL  | cancelled |
|                               |  |           |  |    |     |            |            |  |  |                    | Joseph B. Benosa  | Information Systems Analyst II | 16         |           |           |
|                               |  |           |  |    |     |            |            |  |  |                    | Milagros C. Tiu   | Chief Accountant               | 24         |           |           |
| 33                            | GOVERNANCE COMMISSION FOR GOVERNMENT OWNED OR CONTROLLED CORPORATION (GCG), ORIENTATION /WORKSHOP ON THE GCG LEADERSHIP MANAGEMENT SYSTEM (GLMS) ON MAY 24, 2018 T GCG TRAINING RM ,3F CITIBANK CENTER 8741, PASEO DE ROXAS MAKATI CITY  | Technical |  | 1  | 1   | 5/24/2018  |            | GOVERNANCE COMMISSION FOR GOVERNMENT OWNED OR CONTROLLED CORPORATION (GCG) ON MAY 24, 2018 T GCG TRAINING RM ,3F CITIBANK CENTER 8741, PASEO DE ROXAS MAKATI CITY  | SO. Nos.0385 , series of 2018 Dated May 15, 2018 |                    | Marivic G. Espolong   | Financial Analyst III          | 18         | EXTERNAL  |           |
| 34                            | 33RD PHILIPPINE CHEMISTRY CONGRESS ON MAY 30, 2018 TO JUNE 1, 2018 AT THE PHILIPPINE INTERNATIONAL CONVENTION CENTER METRO MANILA  | Technical |  | 4  | 4   | 5/29/2018  | 6/2/2018   | MAY 30, 2018 TO JUNE 1, 2018 AT THE PHILIPPINE INTERNATIONAL CONVENTION CENTER   | SO. Nos.0262 , series of 2018 Dated May 26, 2018 | 24,000.00          | ANNEX XI. PHILIPPINE CHEMISTRY CONGRESS   |                                | EXTERNAL   | COMPLETED |           |
| 35                            | TRAINING ON INTERNAL QUALITY AUDIT FOR TRANSITIONERS TO BE CONDUCTED BY THE DEVELOPMENT ACADEMY OF THE PHILIPPINES ON JUNE 7-8, 2018 AT NTA CO, CONDUCTED BY DEVELOPMENT ACADEMY OF THE PHILS.   | Technical |  | 25 | 25  | 6/7/2018   | 6/8/2018   | CONDUCTED BY THE DEVELOPMENT ACADEMY OF THE PHILIPPINES ON JUNE 7-8, 2018 AT NTA CO, CONDUCTED BY DEVELOPMENT ACADEMY  | SO. Nos.0448, series of 2018 Dated May 31, 2018  |                    | ANNEX XII. IQA  |                                | EXTERNAL   |           |           |
| 36                            | REQUIREMENT AND DOCUMENTATION FOR ISO 9001: 2015 QUALITY MANAGEMENT SYSTEM, TO BE CONDUCTED BY DEVELOPMENT ACADEMY OF THE PHILIPPINES ON JUNE 13-15, 2018 AT THE 3RD FLOOR, NTA TRAINING ROOM, NTA QC  | TECHNICAL |  | 1  | 29  | 6/12/2018  | 6/16/2018  | TO BE CONDUCTED BY DEVELOPMENT ACADEMY OF THE PHILIPPINES ON JUNE 13-15, 2018 AT THE 3RD FLOOR, NTA TRAINING ROOM, NTA QC  | SO. Nos.0449, series of 2018 Dated JUNE 1, 2018  |                    | ANNEX XIII. REQUIREMENT AND DOCUMENTATION FOR ISO 9001: 2015 QUALITY MANAGEMENT SYSTEM, TO BE CONDUCTED BY DEVELOPMENT ACADEMY OF THE PHILIPPINES ON JUNE 13-15, 2018 AT THE 3RD FLOOR, NTA TRAINING ROOM, NTA QC |                                | EXTERNAL   |           |           |
| 37                            | 23rd Regional Continuing Professional Education for Human Resource Management Practitioners, an annual undertaking of the CSC Regional Office 1, San Fernando City LA Union, which will be held on June 26-28, 2018 at the Don Leopoldo Sison Convention Center Alaminos City Pangasinan | TECHNICAL |  | 6  | 6   | 26/06/2018 | 29/06/2018 | Annual undertaking of the CSC Regional Office 1, San Fernando City LA Union, which will be held on June 26-28, 2018 at the Don Leopoldo Sison Convention Center Alaminos City Pangasinan   | SO. Nos.0440, series of 2018 Dated May 29, 2018  |                    | ANNEX XIV. 23RD HRM PRACTITIONERS ( PANGASINAN , JUNE 25-29)  |                                | EXTERNAL   |           |           |
| 38                            | BASIC COURSE FOR THE NEWLY DESIGNATED PCO ON JUNE 26-29, 2018 AT ECI TRAINING CENTER, UNIT E , 9TH FLOOR Strate 100 bldg. F. Ortigas, Jr. Road (Formerly Emerald Road), Ortigas Center, Pasig City   | TECHNICAL |  | 1  | 1   | 6/26/2018  | 6/29/2018  | JUNE 26-29, 2018 AT ECI TRAINING CENTER, UNIT E , 9TH FLOOR Strate 100 bldg. F. Ortigas, Jr. Road (Formerly Emerald Road), Ortigas Center, Pasig City  | SO. Nos.0461, series of 2018 Dated June 5, 2018  | 8,500.00           | Dina B. Dela Reyna  | Chemist IV                     | 22         | EXTERNAL  |           |
| 39                            | UNITED ARCHITECTS OF THE PHILIPPINES ANNUAL INAUGURATION PROGRAM FOR ALL INCOMING NATIONAL AND CHAPTER OFFICERS FOR FISCAL YEAR 2018-2019 WITH THE THEME "KALIG-ON: THE 2018 INAUGURAL ON JUNE 29-30, 2018 AT THE WATERFRONT INSULAR HOTEL LANANG, DAVAO CITY.                           | TECHNICAL |  | 1  | 1   | 6/28/2018  | 6/30/2018  | UNITED ARCHITECTS OF THE PHILIPPINES ANNUAL INAUGURATION PROGRAM FOR ALL INCOMING NATIONAL AND CHAPTER OFFICERS FOR FISCAL YEAR 2018-2019 WITH THE THEME "KALIG-ON: THE 2018 INAUGURAL ON JUNE 29-30, 2018 AT THE WATERFRONT INSULAR HOTEL LANANG, DAVAO CITY. | SO. Nos.0506, series of 2018 Dated June 27, 2018 | N/A                | Mark Anthony C. Artates   | TPRO I                         | 11         | EXTERNAL  |           |
| 2ND QUARTER TOTAL             |  | APR-JUN   |  | 1  | 150 | 0          | 151        |  |  | 107,960.00         |   |                                |            |           |           |



|    |  |           |  |    |    |          |          |   |   |  |                                   |    |          |  |
|----|--|-----------|--|----|----|----------|----------|---|---|--|-----------------------------------|----|----------|--|
| 48 | WEBSITE MIGRATION TO BE CONDUCTED BY THE INFORMATION AND COMMUNICATION TECHNOLOGY SERVICE (ICTS) ON AUGUST 29-31, 2018, AT THE ICTS TRAINING RM 2ND FLOOR ARTURO R. TANCO HALL   | Technical |  | 1  | 1  | 08/29/18 | 08/31/18 | CONDUCTED BY THE INFORMATION AND COMMUNICATION TECHNOLOGY SERVICE (ICTS) ON AUGUST 29-31, 2018, AT THE ICTS TRAINING RM 2ND FLOOR ARTURO R. TANCO HALL  | SO. Nos.0682, series of 2018<br>Dated August 2, 2018  | Joseph B. Benosa   | Information System Analyst II     | 16 | External |  |
| 49 | STANDARD TRAINING MODULE ON PARLIAMENTARY PROCEDURE FOR COOPERATIVES/ASSOCIATIONS, ON AUGUST 30-31, 2018, TO BE CONDUCTED BY NTA ILOCOS NORTE  | Technical |  | 12 | 12 | 08/30/18 | 08/31/18 | CONDUCTED BY NTA ILOCOS NORTE AUGUST 30-31, 2018  | SO. Nos.0651, series of 2018<br>Dated AUGUST 10, 2018 | ANNEX XVII. STANDARD TRAINING MODULE ON PARLIAMENTARY PROCEDURE FOR COOPERATIVES/ASSOCIATIONS ON AUGUST 30-31, 2018  |                                   |    | INTERNAL |  |
| 50 | LEARNING AND DEVELOPMENT PLANNING CONDUCTED BY THE CIVIL SERVICE INSTITUTE OF THE CIVIL SERVICE COMMISSION ON SEPTEMBER 2-3, 2018 AT THE CIVIL SERVICE COMMISSION BATASAN RD. QUEZON CITY.   | Technical |  | 1  | 1  | 09/02/18 | 09/03/18 | CONDUCTED BY THE CIVIL SERVICE INSTITUTE OF THE CIVIL SERVICE COMMISSION ON SEPTEMBER 2-3, 2018 AT THE CIVIL SERVICE COMMISSION BATASAN RD. QUEZON CITY.  | SO. Nos.0661, series of 2018<br>Dated AUGUST 16, 2018 | Michelle P. Nacpil   | HRMO II                           | 15 | External |  |
| 51 | PROVINCIAL COOPERATIVE DEVELOPMENT OFFICE OF THE CITY OF ILAGAN, ISABELA TO ATTEND THE STANDARD TRAINING MODULE ON PARLIAMENTARY PROCEDURE FOR COOPERATIVES/ASSOCIATIONS ON SEPTEMBER 6-7, 2018  | Technical |  | 4  | 4  | 09/06/18 | 09/07/18 | PROVINCIAL COOPERATIVE DEVELOPMENT OFFICE OF THE CITY OF ILAGAN, ISABELA SEPTEMBER 6-7, 2018  | SO. Nos.0679, series of 2018<br>Dated AUGUST 20, 2018 | ANNEX XVII. STANDARD TRAINING MODULE ON PARLIAMENTARY PROCEDURE FOR COOPERATIVES/ASSOCIATIONS ON SEPTEMBER 6-7, 2018 |                                   |    | INTERNAL |  |
| 52 | WORKSHOPS ON COMMODITY HARMONIZATION AND CLASSIFICATION FOR THE TRADE REGULATORY GOVERNMENT AGENCIES (TGRAs) TO BE CONDUCTED BY THE PNTR TECHNICAL WORKING GROUP ALONG WITH THE TARIFF COMMISSION AND THE INTER AGENCY BUSINESS PROCESS INTEROPERABILITY OF THE DEPARTMENT OF FINANCE ON SEPTEMBER 6, 2018 9:00-5PM AT THE TARIFF COMMISSION OFFICE 4TH FLOOR WEST INSULAR CONDOMINIUM WET AVENUE QC | Technical |  | 2  | 2  | 09/06/18 |          | TO BE CONDUCTED BY THE PNTR TECHNICAL WORKING GROUP ALONG WITH THE TARIFF COMMISSION AND THE INTER AGENCY BUSINESS PROCESS INTEROPERABILITY OF THE DEPARTMENT OF FINANCE ON SEPTEMBER 6, 2018 9:00-5PM AT THE TARIFF COMMISSION OFFICE 4TH FLOOR WEST INSULAR CONDOMINIUM WET AVENUE QC | SO. Nos.0676, series of 2018<br>Dated AUGUST 17, 2018 | Primitivo M. Abalos Jr.  | TPRO III                          | 15 | External |  |
|    |  |           |  |    |    |          |          |   |   | Joseph B. Benosa   | Information analyst II            | 16 |          |  |
| 53 | CONTRACT IDENTIFICATION NO. PB 20016-02 WITH THE PROJECT NAME " SUPPLY, DELIVER, INSTALLATION AND COMMISSIONING OF LABORATORY EQUIPMENT (BATCH 1) FOR THE PROJECT: CAPABILITY ENHANCEMENT - LOT 2 DATED MARCH 10, 2016, ATTEND A FREE PACKAGE TRAINING AT THE SKALAR HEADQUARTERS IN BEDA NETHERLANDS ON SEPTEMBER 16-23, 2018.  | Technical |  | 2  | 2  | 09/22/18 | 10/01/18 | CONDUCTED BY GUILLBERN CORPORATION, ON SEPTEMBER 16-23, 2018, AT BEDA NETHERLANDS   | SO. Nos.0629, series of 2018<br>Dated August 1, 2018  | Roberto R. Bonoan, PhD   | Department Manager III            | 26 | External |  |
|    |  |           |  |    |    |          |          |   |   | Myrna O. Lozano  | Chief Science Research Specialist | 23 |          |  |

|                     |  |           |  |    |     |            |           |   |   |            |   |   |    |          |  |
|---------------------|--|-----------|--|----|-----|------------|-----------|---|---|------------|---|---|----|----------|--|
| 54                  | CASH MANAGEMENT AND CONTROL SYSTEM (CMCS) AS COORDINATED WITH BY THE COMMISSION ON AUDIT REGIONAL OFFICE NO.1 ON SEPTEMBER 19-21, 2018, TO BE HELD AT COA ROI TRAINING ROOM, GOVERNMENT CENTER, SEVILLA, CITY OF SAN FERNANDO LA UNION   | Technical |  | 6  | 6   | 09/19/18   | 09/21/18  | COORDINATED WITH BY THE COMMISSION ON AUDIT REGIONAL OFFICE NO.1 ON SEPTEMBER 19-21, 2018, TO BE HELD AT COA ROI TRAINING ROOM, GOVERNMENT CENTER, SEVILLA, CITY OF SAN FERNANDO LA UNION | SO. Nos.0712, series of 2018 Dated SEPTEMBER 3, 2018  | 3,600 EACH | ANNEX XIX. CMCS COORDINATED ON AUDIT REGIONAL OFFICE NO. 1 ON SEPTEMBER 19-21,2018  | External                                    |    |          |  |
| 55                  | TRAINING COURSE FOR MANAGING HEADS CONDUCTED BY THE WATER ENVIRONMENT ASSOCIATION OF THE PHILIPPINES UN COLLABORATION WITH DENR-EMB-NCR, ON SEPTEMBER 25, 2018 AT THE SULO RIVIERA HOTEL QC  | Technical |  | 1  | 1   | 9/25/2018  |           | CONDUCTED BY THE WATER ENVIRONMENT ASSOCIATION OF THE PHILIPPINES UN COLLABORATION WITH DENR-EMB-NCR, ON SEPTEMBER 25, 2018 AT THE SULO RIVIERA HOTEL QC                                  | SO. Nos.0773, series of 2018 Dated SEPTEMBER 21, 2018 | 2,000.00   | Myrna O. Lozano   | Chief Science Research Specialist           | 24 | External |  |
|                     |  |           |  | 4  | 93  | 6          | 93        |   |   | 40,200.00  |   |   |    |          |  |
| TOTAL JAN-SEPTEMBER |  |           |  | 2  | 565 | 0          | 566       |   |   | 160,060.00 |   |   |    |          |  |
| 56                  | ORIENTATION SEMINAR FOR THE CONDUCT OF THE REGISTRY SYSTEM & STUDY ON THE SOCIOECONOMIC NEEDS OF THE TOBACCO FARMING FAMILIES, ON OCTOBER 1,2018, AT NTA CANDON BRANCH OFFICE , CONDUCTED BY NTA FTSD  | Technical |  | 2  | 0   |            |           | OCTOBER 1,2018, CONDUCTED BY NTA FTSD , NTA CANDON BRANCH OFFICE  | SO NOS. 802, s 2018, dated SEPT 28, 2018              |            | Ma. Mercedes M. Ayco  | TOBACCO PRODUCTION & REGULATION OFFICER III | 15 | External |  |
|                     |  |           |  |    |     |            |           |   |   |            | Nelly G. Alba   | TOBACCO PRODUCTION & REGULATION OFFICER III | 15 | External |  |
| 57                  | ORIENTATION SEMINAR FOR THE CONDUCT OF THE REGISTRY SYSTEM & STUDY ON THE SOCIOECONOMIC NEEDS OF THE TOBACCO FARMING FAMILIES, ON OCTOBER 1,2018, AT NTA CANDON BRANCH OFFICE , CONDUCTED BY NTA FTSD  | Technical |  | 11 | 11  | 10/01/2018 |           | OCTOBER 1,2018, CONDUCTED BY NTA FTSD , NTA CANDON BRANCH OFFICE  | SO NOS. 0794, s 2018, dated SEPT 25, 2018             |            | ANNEX XX. ORIENTATION SEMINAR WITH THE JOB ORDER FOR THE CONDUCT OF REGISTRY SYSTEM & STUDY ON SOCIOECONOMIC NEEDS OF TOBACCO FARMING OCTOBER 1, 2018 |   |    | Internal |  |
| 58                  | ORIENTATION SEMINAR ON THE CONDUCT OF SURVEY AND INVENTORY OF TREES UNDER KPP, OCTOBER 1, 2018, NTA CANDON ., CONDUCTED BY NTA FTSD  | Technical |  | 15 | 15  | 10/01/2018 |           | OCTOBER 1,2018, CONDUCTED BY NTA FTSD , NTA CANDON BRANCH OFFICE  | SO NOS. 0792, s 2018, dated SEPT 25, 2018             |            | ANNEX XXI. ORIENTATION SEMINAR SURVEY AND INVENTORY OF TREES UNDER KPP OCTOBER 1, 2018  |   |    | Internal |  |
| 59                  | 2018 PHILIPPINE EXTENSION POLICY SYMPOSIUM ON OCTOBER 3-4, 2018 AT THE LEGEND HOTEL PUERTO PRINCESA CITY PALAWAN, SPONSORED BY THE PHILIPPINE EXTENSION AND ADVISORY SERVICES NETOWRK, INC. " STRENGTHENING THE HRAMONIZATION OF THE PHILIPPINE EXTENSION AND ADVISORY SERVICES" | Technical |  | 1  | 1   | 10/2/2018  | 10/5/2018 | OCTOBER 3-4, 2018 AT THE LEGEND HOTEL PUERTO PRINCESA CITY PALAWAN, SPONSORED BY THE PHILIPPINE EXTENSION AND ADVISORY SERVICES NETOWRK, INC. " STRENGTHENING THE HRAMONIZATION OF THE    | SO NOS. 0704, s 2018, dated SEPT 3, 2018              |            | Giovanni B. Palabay   | Department Manager III                      | 26 | External |  |
| 60                  | HANDS ON TRAINING AND BRIEFING ON SOIL AND WATER SAMPLING TECHNIQUES AND COORDINATES DETERMINATION USING GPS DEVICE FOR NTA SELECTED TPROS / AGRKULTURISTS TO BE CONDUCTED BY FTSD AT NTA ILOCOS NORTE OCTOBER 5, 2018   | Technical |  | 25 | 25  | 10/05/2018 |           | TO BE CONDUCTED BY FTSD AT NTA ILOCOS NORTE OCTOBER 5, 2018   | SO NOS. 734, s 2018, dated SEPT 28, 2018              |            | ANNEX XXII. SOIL AND WATER FTSD OCT 5, 2018   |   |    | Internal |  |



|    |   |           |  |    |    |                         |                         |  |  |           |   |                        |    |          |
|----|---|-----------|--|----|----|-------------------------|-------------------------|--|--|-----------|---|------------------------|----|----------|
| 61 | OFFICE ARCHIVING WORKSHOP CONDUCTED BY DOCUKIT - BEEHIVE TECHNOLOGIES INC. ON OCTOBER 9, 2018, 5TH FLOOR FUNCTION HALL, AL FRESCO, 8007 CROMAGEN BUILDING PIONEER STREET PASIG CITY   | Technical |  | 14 | 14 | 10/9/2018               |                         | CONDUCTED BY DOCUKIT - BEEHIVE TECHNOLOGIES INC. ON OCTOBER 9, 2018, 5TH FLOOR FUNCTION HALL, AL FRESCO, 8007 CROMAGEN BUILDING PIONEER STREET PASIG                       | SO NOS. 734, s 2018, dated SEPT 18, 2018           | 7,000.00  | ANNEX XXIII. OFFICE ARCHIVING OCTOBER 9, 2018                                   |                        |    | External |
| 62 | 2018 ANNUAL CONVENTION CUM SEMINAR ASSOCIATION OF GOVERNMENT INTERNAL AUDITORS (AGIA), WITH THE THEME, "INTERNAL AUDITORS: ENABLERS OF ACCOUNTABLE AND PROGRESSIVE TRANSFORMATION IN THE GOVERNMENT, TO BE CONDUCTED ON OCTOBER 9-12, 2018 AT THE SMX CONVENTION CENTER- DAVAO, SM LANANG PREMIER, J.P. RIZAL AVENUE LANANG DAVAO CITY. | Technical |  | 2  | 2  | 10/9/2018               | 10/12/2018              | TO BE CONDUCTED ON OCTOBER 9-12, 2018 AT THE SMX CONVENTION CENTER- DAVAO, SM LANANG PREMIER, J.P. RIZAL AVENUE LANANG DAVAO CITY.   | SO. Nos.0611, series of 2018 Dated JULY 30, 2018   | 16,000.00 | Charity P. Garcia   | Internal Auditor IV    | 24 | External |
|    |   |           |  |    |    |                         |                         |  |  |           | Rosalie P. Catura   | Internal Auditor III   | 15 | External |
| 63 | 2018 AGIA NATIONAL CONVENTION CUM SEMINAR THEMED "INTERNAL AUDITORS: ENABLERS OF ACCOUNTABLE AND PROGRESSIVE TRANSFORMATION IN THE GOVERNMENT" AT SMX CONVENTION CENTER DAVAO, SM LANANG J.P. RIZAL AVENUE, LANAO, DAVAO CITY ON OCTOBER 9-12, 2018.  | Technical |  | 1  | 1  | 10/8/2018               | 10/13/2018              | CONDUCTED BY AGIA SMX CONVENTION CENTER DAVAO, SM LANANG J.P. RIZAL AVENUE, LANAO, DAVAO CITY ON OCTOBER 9-12, 2018.   | SO. Nos.0622, series of 2018 Dated August 1, 2018  |           | Dinah E. Pichay   | Department Manager III | 26 | External |
| 64 | 4th ANNUAL VRO NATIONAL CAPACITY BUILDING THAT WILL BE HELD ON OCTOBER 23-26, 2018 AT SUBIC BAY TRAVELLERS, CONDUCTED BY THE CSC "IMPLEMENTATION OF VALUES RESTORATION PROGRAM"   |           |  | 1  | 1  | 10/23/2018              | 10/26/2018              | OCTOBER 23-26, 2018 AT SUBIC BAY TRAVELLERS, CONDUCTED BY THE CSC "IMPLEMENTATION OF VALUES RESTORATION PROGRAM"   | SO. Nos.0438, series of 2018 Dated May 29, 2018    | 12,000.00 | Perla C. Manzon   | HRMO V                 | 24 | EXTERNAL |
| 65 | STRATEGIC PLANNING WORKSHOP CUM TRAINING, CONDUCTED BY REGIONAL DEVELOPMENT COUNCIL - ILOCOS REGION, TO BE HELD AT PUERTO DE SAN JUAN, SAN JUAN LA UNION, OCTOBER 16-17, 2018.  | Technical |  | 1  | 1  | 10/16/2018              | 10/17/2018              | CONDUCTED BY REGIONAL DEVELOPMENT COUNCIL - ILOCOS REGION, TO BE HELD AT PUERTO DE SAN JUAN, SAN JUAN LA UNION, OCTOBER 16-17, 2018.                                       | SO. Nos.816, series of 2018 Dated 2018             | 4,040.00  | Manuel C. Ramiscal  | Economist IV           |    | External |
| 66 | "ON -SITE TRAINING FOR THE USE OF SMOKING MACHINES CR201E AND SM450 FOR IRD PERSONNEL, OCTOBER 15-19,2018, NTA QUALITY ASSURANCE LABORATORY BUILDING  | Technical |  | 8  | 8  | 15/10/2018 (11/19/2018) | 10/19/2018 (11/23/2018) | OCTOBER 15-19,2018, NTA QUALITY ASSURANCE LABORATORY BUILDING  | SO. Nos.0, series of 2018 Dated 2018               |           | ANNEX XXIV. ON SITE TRAINING FOR THE USE OF SMOKING MACHINES OCTOBER 15-19,2018 |                        |    | External |
| 67 | 5TH REGIONAL AGRICULTURE AND FISHERIES EXTENSION NETWORK (RAFEN) I SYMPOSIUM AT THE CONVENTION HALL OF PANGASINAN STATE UNIVERSITY (PSU), LINGAYEN, PANGASINAN ON OCTOBER 17-19,2018  | Technical |  | 1  | 1  | 10/16/2018              | 10/20/2018              | THE CONVENTION HALL OF PANGASINAN STATE UNIVERSITY (PSU), LINGAYEN, PANGASINAN ON OCTOBER 17-19,2018   | SO. Nos.0799, series of 2018 Dated July 19, 2018   |           | ENGR. Felisa R. Aureliano   | CDO III                | 18 | External |
| 68 | NATIVE BATEK TOBACCO PRODUCTIVE TECHNOLOGY TRAINING FOR FARMER GROWER AND PROVINCIAL CITY AGRICULTURE PERSONNEL IN BAYUGAN CITY AGUSAN DEL SUR ON OCTOBER 16-21, 2018   | Technical |  | 2  | 2  |                         |                         | BAYUGAN CITY AGUSAN DEL SUR ON OCTOBER 16-21, 2018   | SO. Nos.0833, series of 2018 Dated October 11,2018 |           | Ma. Mercedes M. Ayco  | TPRO III               | 15 | External |
|    |   |           |  |    |    |                         |                         |  |  |           | Nelly G. Alba   | TPRO III               | 15 |          |
| 69 | SEMINAR FOR ORGANIC BIO-CONTROL AGENTS (OBCA) RESEARCHERS TO BE CONDUCTED BY THE BUREAU OF AGRICULTURE AND FISHERIES STANDARDS (BAFS) AT 2/F BAFS CONFERENCE ROOM, BPI COMPOUND VISAYAS AVE QUEZON CITY, OCTOBER 25, 2018 (8:00-5:00 P.M.)  | Technical |  | 22 | 22 | 10/25/2018              |                         | CONDUCTED BY THE BUREAU OF AGRICULTURE AND FISHERIES STANDARDS (BAFS) AT 2/F BAFS CONFERENCE ROOM, BPI COMPOUND VISAYAS AVE QUEZON CITY, OCTOBER 25, 2018 (8:00-5:00 P.M.) | SO. Nos. 854, series of 2018 Dated October 15,2018 |           | NNEX XXV. SEMINAR FOR ORGANIC BIO-CONTROL AGENTS OCTOBER 25,2018                |                        |    | External |

|    |  |           |  |    |    |            |            |   |   |           |   |          |  |
|----|--|-----------|--|----|----|------------|------------|---|---|-----------|---|----------|--|
| 70 | TRAINING RESPONDERS FOR THE IMPLEMENTATION OF QUICK RESPONSE AND ALERT MOBILE APPLICATION SYSTEM FOR AGRICULTURE AND FISHERIES , CONDUCTED BY DEPARTMENT OF AGRICULTURE ON NOVEMBER 12-15,2018 AT THE NORTH POINTE RESIDENCES, 22. RD.13, PROJECT 6, QUEZON CITY   | Technical |  | 2  | 2  | 11/12/2018 | 11/15/2018 | CONDUCTED BY DEPARTMENT OF AGRICULTURE ON NOVEMBER 12-15,2018 AT THE NORTH POINTE RESIDENCES, 22. RD.13, PROJECT 6, QUEZON CITY   | SO. Nos. 912, series of 2018<br>Dated November 7,2018 |           | Joseph B. Benosa<br>INFORMATION ANALYSTS II<br>16   | External |  |
|    |  |           |  |    |    |            |            |   |   |           | Neyo E. Valdez<br>PUBLIC RELATIONS OFFICER V<br>24  |          |  |
| 71 | TRAINING ON RESULTS-BASED MONITORING AND EVALUATION (R&ME) METHODOLOGIES AND TOOLKITS COMPLIANT WITH THE SET STANDARD BY NEDA AND DBM ON NOVEMBER 13-16,2018 AT CLARK PAMPANGA   | Technical |  | 2  | 2  | 11/13/2018 | 11/16/2018 | TRAINING ON RESULTS-BASED MONITORING AND EVALUATION (R&ME) METHODOLOGIES AND TOOLKITS COMPLIANT WITH THE SET STANDARD BY NEDA   | SO. Nos.0901, series of 2018<br>Dated October 31,2018 | 15,000.00 | Teresita D. Dela Rosa<br>PROJECT EVALUATION OFFICER III<br>Claire Monette P. Esteban<br>ECONOMIST III                                 | External |  |
| 72 | 17TH NATIONAL ANNUAL EXECUTIVE CONFERENCE ON NOVEMBER 14-16,2018 AT SMX CONVENTION CENTER, DAVAO CITY, CONDUCTED BY THE NATIONAL UNION FOR CESO'S (NUCESO), IN PARTNERSHIP WITH THE CAREER EXECUTIVE SERVICE BOARD (CESB) WITH THEME , " SERBISYONG TOTOO SA TUNAY NA PAGBAGO PARA SA MAMAYANG PILIPINO. | Technical |  | 6  | 6  | 11/14/2018 | 11/16/2018 | NOVEMBER 14-16,2018 AT SMX CONVENTION CENTER, DAVAO CITY, CONDUCTED BY THE NATIONAL UNION FOR CESO'S (NUCESO), IN PARTNERSHIP WITH THE CAREER EXECUTIVE SERVICE BOARD (CESB) WITH THEME , " SERBISYONG TOTOO SA TUNAY NA PAGBAGO PARA SA MAMAYANG PILIPINO. | SO. Nos.0830, series of 2018<br>Dated October 10,2018 | 8,500.00  | ANNEX XXVI. 17TH NATIONAL ANNUAL EXECUTIVE CONFERENCE ON NOVEMBER 14-16,2018, SMX DAVAO CITY  | External |  |
| 73 | iaTech 2018 CONFERENCE TO BE CONDUCTED BY ASIAN DEVELOPMENT BANK (ADB) ON NOVEMBER 22-23,2018 AT THE ADB HEADQUARTERS , PASIG CITY, PHILS.   | Technical |  | 1  | 1  | 11/22/2018 | 11/23/2018 | iaTech 2018 CONFERENCE TO BE CONDUCTED BY ASIAN DEVELOPMENT BANK (ADB) ON NOVEMBER 22-23,2018 AT THE ADB HEADQUARTERS , PASIG CITY, PHILS.  | SO. Nos.0926, series of 2018<br>Dated October 29,2018 |           | Dinah E. Pichay<br>Department Manager III<br>26   | External |  |
| 74 | 73rd PICPA ANNUAL NATIONAL CONVENTION ON NOVEMBER 22-24,2018 AT THE SMX CONVENTION CENTER, BACOLOD CITY, TO BE CONDUCTED BY THE PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS WITH THE THEME " PROMOTING INTEGRITY ADVANCING EXCELLENCE"  | Technical |  | 3  | 3  | 11/21/2018 | 11/24/2018 | SMX CONVENTION CENTER, BACOLOD CITY, TO BE CONDUCTED BY THE PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS WITH THE THEME " PROMOTING INTEGRITY ADVANCING EXCELLENCE"   | SO. Nos.0569, series of 2018<br>Dated July 19, 2018   | 12,000.00 | Valentino L. Valdez<br>Accountant III<br>19<br>Resty C. Cambe<br>Accountant III<br>19<br>Jannalie T. Esquerdo<br>Accountant III<br>19 | EXTERNAL |  |
| 75 | STANDARD TRAINING MODULES ON AUDIT MANAGEMENT FOR COOPERATIVES AND ASSOCIATIONS ON NOVEMBER 21-23,2018, CONDUCTED BY NTA FTSD AT IN BRANCH OFFICE  | Technical |  | 16 | 16 | 11/21/2018 | 11/23/2018 | NOVEMBER 21-23,2018, CONDUCTED BY NTA IN BRANCH OFFICE  | SO. NOS. 0933 , series of 2018, November 13,2018      |           | ANNEX XXVII. STANDARD TRAINING MODULE ON AUDIT MANAGEMENT NOVEMBER 21-23,2018.  | External |  |
| 76 | 73rd PICPA ANNUAL NATIONAL CONVENTION ON NOVEMBER 21-25,2018 AT THE SMX CONVENTION CENTER, BACOLOD CITY, TO BE CONDUCTED BY THE PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS WITH THE THEME " PROMOTING INTEGRITY ADVANCING EXCELLENCE"  |           |  | 3  | 3  | 11/22/2018 | 11/24/2018 | 73rd PICPA ANNUAL NATIONAL CONVENTION ON NOVEMBER 21-25,2018 AT THE SMX CONVENTION CENTER, BACOLOD CITY, TO BE CONDUCTED BY THE PHILIPPINE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS WITH THE   | SO. NOS. 0925 , series of 2018, October 19,2018       |           | Lorelie B. Figarola<br>Accountant III<br>19   | External |  |
|    |  |           |  |    |    |            |            |   | SO. NOS. 0929 , series of 2018, November 8,2018       |           | Adonis B. Yangat<br>Accountant III<br>19  | External |  |

|    |   |           |  |    |    |            |            |  |  |   |   |                        |                |          |          |  |
|----|---|-----------|--|----|----|------------|------------|--|--|---|---|------------------------|----------------|----------|----------|--|
|    |   |           |  |    |    |            |            |  | ACCOUNTANTS WITH THE THEME " PROMOTING INTEGRITY ADVANCING EXCELLENCE" | SO. NOS. 0928 , series of 2018, November 8,2018 |   | Anneli Tahra A. Alzate | Accountant III | 19       | External |  |
| 77 | WTO NATIONAL WORKSHOP ON TECHNICAL BARRIERS TO TRADE (TBT) TO BE CONDUCTED BY THE DEPT. OF AND INDUSTRY AND BUREAU OF PHILIPPINE STANDARD (BPS) ON NOVEMBER 27-29,2018 , IN QUEST HOTEL AND CONFERENCE CENTER , ARCHBISHOP REYES AVENUE, CEBU CITY.   | Technical |  | 1  | 1  | 11/27/2018 | 11/29/2018 | TO BE CONDUCTED BY THE DEPT. OF AND INDUSTRY AND BUREAU OF PHILIPPINE STANDARD (BPS) ON NOVEMBER 27-29,2018 , IN QUEST HOTEL AND CONFERENCE CENTER , ARCHBISHOP REYES AVENUE, CEBU CITY. | SO. Nos.0884, series of 2018 Dated October 23, 2018                    |   | Eleanor A. Rapanut  | OIC, Chief TPRO        |                | External |          |  |
|    |   |           |  |    |    |            |            |  |  |   | Loida S. Borje  | Sr. TPRO               |                |          |          |  |
| 78 | 30TH REGIONAL SYMPOSIUM ON RESEARCH AND DEVELOPMENT HIGHLIGHTS AT THE DON MARIANO MARCOS MEMORIAL STATE UNIVERSITY AND DEVELOPMENT HIGHLIGHTS AT DON MARIANO MARCOS MEMORIAL STATE UNIVERSITY NORTH LA UNION CAMPUS, SAPILANG BACNOTAN LA UNION NOVEMBER 27-29, 2018  | Technical |  | 1  | 1  | 11/27/2018 | 11/29/2018 | DON MARIANO MARCOS MEMORIAL STATE UNIVERSITY NORTH LA UNION CAMPUS, SAPILANG BACNOTAN LA UNION NOVEMBER 27-29, 2018  | SO. Nos.0920, series of 2018 Dated November 8, 2018                    | 3,500.00  | DR ROBERTO R. BONOAN  | Department Manager III | 26             | External |          |  |
|    |   |           |  |    |    |            |            |  |  |   | CYRUS RAYMOND C. OLIVENZA   | SRS                    |                | External |          |  |
| 79 | AGILENT 7890B GAS CHROMATOGRAPHY & OPENLAB CHEMSTATION OPERATIONS TRAINING ON NOVEMBER 27-30,2018 AT AGILENT TRAINING CENTER SINGAPORE  | Technical |  | 1  | 1  | 11/26/2018 | 11/30/2018 | AGILENT 7890B GAS CHROMATOGRAPHY & OPENLAB CHEMSTATION OPERATIONS TRAINING ON NOVEMBER 27-30,2018 AT AGILENT TRAINING CENTER SINGAPORE   | SO. Nos.0903, series of 2018 Dated November 6 , 2018                   |   | MYRNA O. LOZANO   | CHIEF                  | 24             | External |          |  |
|    |   |           |  |    |    |            |            |  |  |   | DINA B. DELA REYNA  | CHEMIST IV             | 22             | External |          |  |
| 80 | TRAINING COURSE ON "STEERING AGRICULTURE AND FISHERIES INTERVENTIONS TOWARDS SUCCESS. A TRAINING ON PROGRAM MANAGEMENT" ON DECEMBER 3-7, 2018 AT THE RURAL DEVELOPMENT EDUCATION CENTER, ATI COMPOUND QUEZON CITY, CONDUCTED BY THE AGRICULTURAL TRAINING INSTITUTE THROUGH THE POLICY AND PLANNING DIVISION. | Technical |  | 1  | 1  | 12/03/2018 | 12/07/2018 | DECEMBER 3-7, 2018 AT THE RURAL DEVELOPMENT EDUCATION CENTER, ATI COMPOUND QUEZON CITY, CONDUCTED BY THE AGRICULTURAL TRAINING INSTITUTE THROUGH THE POLICY AND PLANNING DIVISION.       | S.O. Nos.0935, series of 2018 Dated November 13 , 2018                 |   | Imelda N. Rinen   | Department Manager III | 26             | External |          |  |
| 81 | STANDARD TRAINING MODULES ON CONFLICT MANAGEMENT FOR COOPERATIVES AND ASSOCIATIONS CONDUCTED BY NTA IN AT NTA ILOCOS NORTE BRANCH OFFICE DECEMBER 4-5, 2018   | Technical |  | 16 | 16 | 12/04/2018 | 12/05/2018 | CONDUCTED BY NTA IN AT NTA ILOCOS NORTE BRANCH OFFICE DECEMBER 4-5, 2018   | S.O. Nos.0970, series of 2018 Dated November 19 , 2018                 |   | ANNEX XXVIII. STANDARD TRAINING MODULE ON CONFLICT DECEMBER 4-5,2018,   |                        |                | External |          |  |
| 82 | TRAINING ON TOBACCO PRODUCTION WITH EMPHASIS ON PESTS MANAGEMENT , CONDUCTED BY NTA BATAC , AT NTA BATAC B.O. ON DECEMBER 6-7, 2018   | Technical |  | 21 | 21 | 12/06/2018 | 12/07/2018 | TRAINING ON TOBACCO PRODUCTION WITH EMPHASIS ON PESTS MANAGEMENT , CONDUCTED BY NTA B.O. ON DECEMBER 6-7, 2018   | S.O. Nos.0969, series of 2018 Dated November 19 , 2018                 |   | ANNEX XXIX. TRAINING ON TOBACCO PRODUCTION WITH EMPHASIS ON PEST MANAGEMENT ON DECEMBER 6-7,2018,               |                        |                | External |          |  |
| 83 | SEMINAR ON COMPETITION LAW AND POLICY FOR GOVERNMENT OWNED OR CONTROLLED CORPORATIONS (GOCCs) to be CONDUCTED BY THE PHILIPPINE COMPETITION COMMISSION (PCC), ON DECEMBER 6, 2018 , @ NOVOTEL MANIAL ARANETA QUEZON CITY  | Technical |  | 3  | 3  | 12/06/2018 |            | CONDUCTED BY THE PHILIPPINE COMPETITION COMMISSION (pcc), ON DECEMBER 6, 2018 , @ NOVOTEL MANIAL ARANETA QUEZON CITY   | S.O. Nos.1004, series of 2018 Dated December 3, 2018                   |   | ANNEX XXX. SEMINAR ON COMPETITION LAW AND POLICY DECEMBER 6, 2018   |                        |                | External |          |  |
| 84 | SEMINAR ON GOVERNANCE , RISK AND COMPLIANCE AMIDST EVOLVING REGULATORY LANDSCAPE, TO BE CONDUCTED BY THE CUBIKS HROD INC., ON DECEMBER 12, 2018 AT THE BAYLEAF INTRAMUROS MANILA  | Technical |  | 8  | 8  | 12/12/2018 |            | TO BE CONDUCTED BY THE CUBIKS HROD INC., ON DECEMBER 12, 2018 AT THE BAYLEAF INTRAMUROS MANILA   | S.O. Nos.1004, series of 2018 Dated December 4, 2018                   |   | ANNEX XXXI . SEMINAR ON GOVERNANCE , RISK AND COMPLIANCE AMIDST EVOLVING REGULATORY LANDSCAPE DECEMBER 12, 2018 |                        |                | External |          |  |

