### Light Rail Transit Authority Administrative Department Human Resource Management Division

### TRAINING CALENDAR October 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
'Refresher Training Course for Railway Operations and Mainte- nance Personnel, October 1-31, 2024		1	2	3 Simplified Guide to Parliamentary Procedures of Highly Effective Corporate Meetings, Center for Global Best Practices, October 3-4, 2024	4 Simplified Guide to Parliamentary Procedures of Highly Effective Corporate Meetings, Center for Global Best Practices, October 3-4, 2024	5
6	7 Cross Training Program on Train Driving, October 7-18, 2024	8 Cross Training Program on Train Driving, October 7-18, 2024 Good Governance and Corporate Social Responsibility / Building and Enhancing Negotiation Skills, POAP, October 8-11, 2024, Davao City 65th AGIA Annual National Convention cum Seminar, October 8-11, 2024, Cagayan de Oro City	9 Cross Training Program on Train Driving, October 7- 18, 2024 Good Governance and Corporate Social Responsi- bility / Building and Enhancing Negotiation Skills, POAP, October 8-11, 2024, Davao City 65th AGIA Annual National Convention cum Semi- nar, October 8-11, 2024, Cagayan de Oro City AGAP Annual Convention-Seminar, October 9-12, 2024, Cebu City	10 Cross Training Program on Train Driving, October 7-18, 2024 Good Governance and Corporate Social Responsibility / Building and Enhancing Negotiation Skills, POAP, October 8-11, 2024, Davao City 65th AGIA Annual National Convention cum Seminar, October 8-11, 2024, Cagayan de Oro City AGAP Annual Convention-Seminar, October 9-12, 2024, Cebu City	11 Cross Training Program on Train Driving, October 7-18, 2024 Good Governance and Corporate Social Responsibility / Building and Enhancing Negotiation Skills, POAP, October 8-11, 2024, Davao City 65th AGIA Annual National Convention cum Seminar, October 8-11, 2024, Cagayan de Oro City AGAP Annual Convention-Seminar, October 9-12, 2024, Cebu City	12 AGAP Annual Convention-Seminar, October 9-12, 2024, Cebu City
13	14 Cross Training Program on Train Driving, October 7-18, 2024 Cybercrime: Effective Reputation Management Techniques, DICT, October 14-18, 2024 via Zoom	15 Cross Training Program on Train Driving, October 7-18, 2024 Cybercrime: Effective Reputation Management Techniques, DICT, October 14-18, 2024 via Zoom Introduction to Information Security, DICT, October 15-17, 2024, Diliman, Quezon City	16 Cross Training Program on Train Driving, October 7-18, 2024 Cybercrime: Effective Reputation Management Techniques, DICT, October 14-18, 2024 via Zoom Introduction to Information Security, DICT, October 15-17, 2024, Di	17 Cross Training Program on Train Driving, October 7-18, 2024 Cascading of Updated Policies, Procedures and Planning of Concession Agreement for Line 1 Concession Agreement Management Team , PRTC Room, Recto Station Cybercrime: Effective Reputation Management Techniques, DICT, October 14-18, 2024 via Zoom Introduction to Information Security, DICT, October 15-17, 2024, Diliman, Quezon City Breach Response and Cyber Security Workshop, Yisrael Solutions and Training Center, Inc. October 16-18, 2024 via Zoom	18 Cross Training Program on Train Driving, October 7- 18, 2024 Cybercrime: Effective Reputation Management Techniques, DICT, October 14-18, 2024 via Zoom Breach Response and Cyber Security Workshop, Yisrael Solutions and Training Center, Inc. October 16-18, 2024 via Zoom	19
20	21 Cross Training Program on Signaling System, October 21-25, 2024	22 Cross Training Program on Signaling System, October 21-25, 2024 Digital Transformation ICT Project Management, October 22-24, 2024, Diliman, Quezon City Employee Counseling and Grievance Handling / Competency Towards ISO Certification, October 22-25, 2024, Dumaguete City	23 Cross Training Program on Signaling System, October 21-25, 2024 Digital Transformation ICT Project Management, October 22-24, 2024, Diffman, Quezon City Employee Counseling and Grievance Handling / Competency Towards ISO Certification, October 22- 25, 2024, Dumaguete City	24 Cross Training Program on Signaling System, October 21-25, 2024 Digital Transformation ICT Project Management, October 22-24, 2024, Diliman, Quezon City Employee Counseling and Grievance Handling / Competency Towards ISO Certification, October 22- 25, 2024, Dumaguete City	25 Cross Training Program on Signaling System, October 21-25, 2024 Employee Counseling and Grievance Handling / Competency Towards ISO Certification, October 22- 25, 2024, Dumaguete City	26
27	28	29 Materials Management and Warehouse Inventory, October 29-30, 2024, Social Hall, LRTA Line 2 Depot, Santolan, Pasig City	30 Materials Management and Warehouse Inventory, October 29-30, 2024, Social Hall, LRTA Line 2 Depot, Santolan, Pasig City	31		

Note: Schedule may be subject to change without prior notice.

## Light Rail Transit Authority Administrative Department Human Resource Management Division

# TRAINING CALENDAR November 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
'Refresher Training Course for Railway Operations and Maintenance Personnel, November 1-30, 2024					1	2
3	4 4th Quarter Refresher Course for Station Operations Division Personnel, November 4 & 7, 2024 4th Quarter Refresher Course for Engineering and Maintenance Transition Team Personnel, November 4-8, 2024 Capability Development Program for Internal Auditors, November 4-8, 2024 via Zoom	5 4th Quarter Refresher Course for Engineering and Maintenance Transition Team Personnel, November 4-8, 2024 Capability Development Program for Internal Auditors, November 4-8, 2024 via Zoom	6 4th Quarter Refresher Course for Engineering and Maintenance Transition Team Personnel, November 4-8, 2024 Capability Development Program for Internal Auditors, November 4-8, 2024 via Zoom	7 4th Quarter Refresher Course for Station Operations Division Personnel, November 4 & 7, 2024 4th Quarter Refresher Course for Engineering and Maintenance Transition Team Personnel, November 4-8, 2024 Capability Development Program for Internal Auditors, November 4-8, 2024 via Zoom	8 4th Quarter Refresher Course for Engineering and Maintenance Transition Team Personnel, November 4-8, 2024 Capability Development Program for Internal Auditors, November 4-8, 2024 via Zoom	9
10	11 4th Quarter Refresher Course for Ticket Management and Sales Collection Division Personnel, November 11-15, 2024	12 4th Quarter Refresher Course for Ticket Management and Sales Collection Division Personnel, November 11-15, 2024  Best Practices in Business and Government Protocol, CGBP, November 12, 2024, EDSA Shari-La Hotel, Mandaluyong City	13 4th Quarter Refresher Course for Ticket Management and Sales Collection Division Personnel, November 11-15, 2024	14  4th Quarter Refresher Course for Ticket Management and Sales Collection Division Personnel, November 11 -15, 2024  Elevate, Educate, Empower (E3): Transforming Learning & Development, for Higher Level Competencies, Informatics, November 14, 2024, BGC, Taguig City	15 4th Quarter Refresher Course for Ticket Management and Sales Collection Division Personnel, November 11-15, 2024	16
17	18 6th Session Refresher Course for Train Operations Division Personnel, November 18-21, 2024	19 6th Session Refresher Course for Train Operations Division Personnel, November 18-21, 2024 Web Application Security, DICT, November 19-21, 2024, Diliman, Quezon City	20 6th Session Refresher Course for Train Operations Division Personnel, November 18-21, 2024 Web Application Security, DICT, November 19-21, 2024, Diliman, Quezon City	21 Training on Republic Act No. 9184 and Its 2016 Revised Implementing Rules and Regulations (IRR), November 21-22, 2024 6th Session Refresher Course for Train Operations Division Personnel, November 18-21, 2024 Web Application Security, DICT, November 19-21, 2024, Diliman, Quezon City	22 Training on Republic Act No. 9184 and Its 2016 Revised Implementing Rules and Regulations (IRR), November 21-22, 2024	23
24	25 4th Quarter Refresher Course for Ticket Management and Sales Collection Division Personnel, November 25-29, 2024	26 4th Quarter Refresher Course for Ticket Management and Sales Collection Division Personnel, November 25-29, 2024	27 2024 3rd PAGBA Seminar and Meeting, November 27-30, 2024, Baguio City 4th Quarter Refresher Course for Ticket Management and Sales Collection Divi- sion Personnel, November 25-29, 2024	28 Seminar-Workshop on Events Management 101, November 28-29, 2024 4th Quarter Refresher Course for Traffic Control Division Personnel, November 28-29, 2024 2024 3rd PAGBA Seminar and Meeting, November 27- 30, 2024, Baguio City 4th Quarter Refresher Course for Ticket Management and Sales Collection Division Personnel, November 25- 29, 2024	29 Seminar-Workshop on Events Management 101, November 28-29, 2024 4th Quarter Refresher Course for Traffic Control Division Personnel, November 28-29, 2024 2024 3rd PAGBA Seminar and Meeting, November 27 -30, 2024, Baguio City 4th Quarter Refresher Course for Ticket Management and Sales Collection Division Personnel, November 25-29, 2024	30 2024 3rd PAGBA Seminar and Meeting, November 27-30, 2024, Baguio City

Note: Schedule may be subject to change without prior notice.

#### Light Rail Transit Authority Administrative Department Human Resource Management Division

# TRAINING CALENDAR December 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 49th POAP National Conference, December 3-6, 2024, Great Eastern Hotel, Quezon City	4 49th POAP National Conference, December 3-6, 2024, Great Eastern Hotel, Quezon City	5 49th POAP National Conference, December 3-6, 2024, Great Eastern Hotel, Quezon City	6 49th POAP National Conference, December 3-6, 2024, Great Eastern Hotel, Quezon City  Refresher Course for MTT Personnel - Power Supply Substation System (Batch 7)	7
8	9	Advance Policymaking, Evaluation, and Impact Analysis using RStudio, Orange for Data Science and MS Excel In-depth Training Workshop, STRAT One, December 10-13, 2024, Baguio City	11 Advance Policymaking, Evaluation, and Impact Analysis using RStudio, Orange for Data Science and MS Excel In-depth Training Workshop, STRAT One, December 10-13, 2024, Baguio City	Advance Policymaking, Evaluation, and Impact Analysis using RStudio, Orange for Data Science and MS Excel In-depth Training Workshop, STRAT One, December 10-13, 2024, Baguio City	Advance Policymaking, Evaluation, and Impact Analysis using RStudio, Orange for Data Science and MS Excel In-depth Training Workshop, STRAT One, December 10-13, 2024, Baguio City  Refresher Course for MTT Personnel - Power Supply Substation System (Batch 8)	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	'Refresher Training Course for Railway Operations and Maintenance Personnel, December 1-31, 2024			

Note: Schedule may be subject to change without prior notice.

Re: CY 2024 4th Quarter Training Calendar

OLIVER E. RAMOS Training Specialist I

Reviewed by:

SUSAN ROBOSA / ALICE R. FERRER
Training Specialist III

Approved by:

OIC, HRM Division