

No.	COURSE/TOPICS	Program Type	# of Days	OPR	PMTS OPR	Target Dates	Venue	Dormitory	Target Pax
FIRST QUARTER									
1	Sensitivity training on Accessibility (compliance to PB 344 and RA 7277)	Mandatory/ Technical	3	PMTS	ARB	Feb. 6-8	GAD	GAD	HO/PMO PPA personnel
2	Awareness on QMS (Batch 1-HO)	QMS-IMS	4	PMTS	NMI/JPA	Feb 12-15	MPH	GAD/PPATI	HO (Exec. Offices/ CCS/OCBS/ISAS/other 16 depts.)
3	Violence Against Women and Children Seminar	GAD	2	PMTS	AMM/ANC	Feb. 13-14	GAD	-	HO Male and Female Employees
4	Gender Sensitivity Training	GAD	2	PMTS	ERC/EOO	February 19-20	GAD	GAD	Engineering Focal Person
5	Awareness on QMS (Batch 2- PMO)	QMS-IMS	4	PMTS	NMI/JPA	Feb 19-22	MPH	GAD/PPATI	NCS, NCN, MDO, MRQ, NLZ, BNA, NOS, BHL, ELS, NBB, WLB, LNI, AGSM SUG, ZDN
6	Gender Analysis Training	GAD	1	PMTS	ERC/EOO	February 21	GAD	GAD	Engineering Focal Person
7	Gender Mainstreaming Seminar	GAD	1	PMTS	ERC/EOO	February 22	GAD	GAD	Engineering Focal Person
8	Training on APP and PhilGeps Postings	Unprogram med	2	PMTS	ADG	February 27-28	GAD	GAD	Admin Personnel (Nationwide)
9	UNCTAD Module 1. International Trade and Transport	Technical	5	PMTS	KMFP	March 4-8, 2019	Bay Leaf Hotel	GAD	
10	Advance Port Operations and Management Course (Batch 1)	Mandatory/ Technical	3	PMTS	NMI	Mar. 5-7	PMO DAVAO	PMO DAVAO	N/S Min Port Operations/ Safety & Environmental Specialist
11	Prevention and Control of Diabetes, Hypertension and other Dreaded Diseases	GAD	2	PMTS	ADG	March 14-15	GAD	-	HO Male and Female Employees
12	Annual Emergency Preparedness and Response Seminar (Batch 1)	Mandatory/ Technical	1	PMTS	JPA	Mar-19	MPH	-	HO Emergency Response Team
13	Strategic Performance Management System (Batch 1)	Mandatory/ Technical	2	PMTS	ADG	Mar. 19-20	PMO DAVAO	PMO DAVAO	N/S Min Port police pax
14	Gender Sensitivity Training	GAD	2	PMTS	AMM	March 20-21	GAD	-	HO Male and Female Employees
15	Training on Omnibus Rules on Appointments, PRIME-HRM and its Updates (Batch 1)	Mandatory/ Technical	3	PMTS	NMI	Mar. 20-22	GAD	GAD	RMD/Admin/HRM practitioners (HO/Mla-based PMOs)
16	Training on Marine Communication Systems: High Frequency Radio Communications & its Operations (Batch 1)	Mandatory/ Technical	3	PMTS	ANC	Mar. 25-27	PMO DAVAO	PMO DAVAO	N/S Min Cashiers/ColReps
17	Training on Marine Communication Systems: Ship to Shore Radio Communications (Batch 1)	Mandatory/ Technical	2	PMTS	JPA/ANC	Mar. 28-29	PMO DAVAO	PMO DAVAO	N/S Min Statisticians/ HRMOs
18	Orientation for Newly-Hired Personnel	Mandatory/ Technical	3	PMTS	ADG/FPG	March 27-29	MPH	GAD/PPATI	HO/PMO newly-hired pax

19	Training on Omnibus Rules on Appointments, PRIME-HRM, and Its Updates (Batch 2)	Mandatory/ Technical	2			April 2-4	TBA		N/S Min RMD/Admin/HRM Practitioners
20	Effective Risk Based Internal Quality Audit of QMS	QMS-IMS	4	PMTS	ADG	April 2-5	TBA		NCS, NCN, MDO, MRQ, NLZ, BNA, NOS, BHL, ALS, NBB, WLB, LNI, AGS, SUG, ZDN
21	Training on Cash Management and its Internal Control System & Updates on COA Regulations (Batch 1)	Mandatory/ Technical	3			April 3-5	TBA		Finance/ColReps (HO/Mla-based)
22	Orientation on Management Succession, Program and Onboarding, Orientation and Offboarding (Batch 1)	Mandatory/ Technical	3	PMTS	ARB	April 10-12	TBA		HO/Mla-based HR Practitioners
23	Records Disposition Program	Mandatory/ Technical	2			April 11-12	TBA		Records Personnel (HO/PMOs)
24	Training on Trafficking in Person (TIP)	GAD	2			April 16-17	TBA		HO Male and Female Employees
25	UNCTAD Module 2. The Organization of a Port System	Technical	5			April 22-26, 2019	Bay Leaf Hotel		
26	Training on Port Safety, Health & Environmentl Management (PPA Orange Book - Batch 1)	Mandatory/ Technical	3			April 23-25	TBA		N/S Min Admin. Managers/ HRMOs
27	Awareness and Orientation on ISO 45001:2018	QMS-IMS	4	PMTS	ANC	May 7-10	TBA		PMO Zamboanga
28	Training on Marine Communication Systems: High Frequency Radio Communications & its Operations (Batch 2)	Mandatory/ Technical	3			May 6-8	TBA		HO/Mla-based port operations/port police pax
29	Fixed Assets Module	Mandatory/ Technical	2	PMTS	ARB	May 13	TBA		Finance and Property Custodians (Nationwide)

30	Cash Management Module/PRS/FIRST	Mandatory/ Technical	2	PMTS	ARB	May 14	TBA		Cashier and Collection Reps (Nationwide)
31	Accounts Payable Module	Mandatory/ Technical	2	PMTS	ARB	May 15	TBA		PPA Personnel using the Budget Module (Nationwide)
32	Accounts Receivable Module	Mandatory/ Technical	2	PMTS	ARB	May 16	TBA		Finance and Cashier Personnel (Nationwide)
33	General Ledger Module	Mandatory/ Technical	1	PMTS	ARB	May 17	TBA		Finance Personnel (Nationwide)
34	Budget Module	Mandatory/ Technical	1	PMTS	ARB	May 17	TBA		For all RCs/PMOs
35	Training on Marine Communication Systems: Ship to Shore Radio Communications (Batch 2)	Mandatory/ Technical	3			May 9-10	TBA		HO/Mla-based port operations/port police pax
36	UNCTAD Module 3. The Functioning of a Port System	Technical	5			May 20-24, 2019	Bay Leaf Hotel		
37	Training on Port Safety, Health & Environmental Management (PPA Orange Book-Batch 2)	Mandatory/ Technical	5			May 21-23	TBA		Port operations pax (HO/Mla-based PMOs)
38	Training on Magna Carta on Women	GAD	2			May 23-24	TBA		HO Male and Female Employees
39	GAD Planning and Budgeting	GAD	2	PMTS	ERC/EOO	May 28-29	TBA		Engineering Focal Person
40	Port Facility Security Officers' Course (Batch 1)	Mandatory/ Technical	5			May 28-31	TBA		Port operations pax (HO/Mla-based PMOs)
41	Gender Audit	GAD	2	PMTS	ERC/EOO	May 30-31	TBA		Engineering Focal Person
42	Integrity Development Program***	Mandatory/ Technical	3	PMTS	NMI	June 4-6	TBA		Executive Officers, DMs & PMs
43	Strategic Performance Management System (Batch 2)	Mandatory/ Technical	3			June 5-7	TBA		RMD/Admin/HRM practitioners (HO/Mla-based PMOs)
44	UNCTAD Module 4. Future Challenges to Port	Technical	5			June 17-21, 2019	Bay Leaf Hotel		
45	Training on Environmental Impact Assessment	Mandatory/ Technical	5	PMTS	ARB	June 24-28	TBA		HO/PMO eng'g/env'tal specialist
46	Advance Port Operations and Management Course (Batch 2)	Mandatory/ Technical	3			June 25-27	TBA		Port operations pax (HO/Mla-based PMOs)

47	Environmental Impact Assessment Training	QMS-IMS	4	PMTS	ARB	July 1-4	TBA		BAT, MOC, SSG, DVO, OZA, ZBA, PNG, PLW, BCL
48	Capacity-building on Implementation of PPA Policies (Batch 1)	Mandatory/ Technical	5			July 1-5	TBA		L/V Port Ops pax
49	Awareness on International Ship and Port Security Code (Batch 1)	Mandatory/ Technical	2			July 16-17	TBA		Non-security personnel (HO/Mla-based PMOs)
50	Training on Property Management	Mandatory/ Technical	3			July 16-18	TBA		Supply Officers, PO (Nationwide)
51	Seminar on International Ship and Port Security Code (Batch 1)	Mandatory/ Technical	4			July 24-25	TBA		New hires (HO/Mla-based PMOs)
52	Training on Omnibus Rules on Appointments, PRIME-HRM and its Updates (Batch 2)	Mandatory/ Technical	3			July 23-25	TBA		Luz/Vis. RMD/Admin/HRM practitioners
53	EMB Orientation for Managing Heads	Mandatory/ Technical	2			July 30-31	TBA		Exec. Officers, Dept. Managers & PMs
54	Pre-retirement Orientation	Mandatory/ Technical	2			Aug. 1-2	TBA		Personnel Retiring Within 2 years (Nationwide)
55	Capacity-building on Implementation of PPA Policies (Batch 2)	Mandatory/ Technical	5	PMTS	ADG	Aug. 5-9	TBA		N/S Min PPA Personnel
56	Seminar on IMO Member State Audit Scheme (IMSAS)	Mandatory/ Technical	3	PMTS	ADG	August 6-8	TBA		Port operations personnel/graduates of WMU
57	Awareness on HIV	GAD	2	PMTS	ANC	Aug. 13-14	TBA		HO Male and Female Employees
58	UNCTAD Module 5. Methods and Tools of Modern Management	Technical	5			August 12-16, 2019	Bay Leaf Hotel		
59	Training on Cash Management & Its Internal Control System & Updates on COA Regulations (Batch 2)	Mandatory/ Technical	3			August 14-16	TBA		N/S Min Finance Mgrs/ Section Chiefs/ Cashiers/ ColReps
60	Training on Port Master Planning	Mandatory/ Technical	3	PMTS	ANC	Aug. 28-30	TBA		HO/PMO Engineering/Planning officers
61	Training on Port Metrics, Statistical Analysis & Data Interpretation	Mandatory/ Technical	3			Sep. 3-5	TBA		Statisticians (HO/PMOs)
62	Train the Trainers' Course	Mandatory/ Technical	3			Sep. 10-12	TBA		PPA Personnel
63	Strategic Performance Management System (Batch 3)	Mandatory/ Technical	3			Sep. 17-19	TBA		L/V RMD/Admin/HRM practitioners
64	Orientation on Management Succession, Program and Onboarding, Orientation and Offboarding (Batch 2)	Mandatory/ Technical	2			Sep. 24-25	TBA		N/S Min PMO HR Practitioners

65	Awareness on International Ship and Port Security Code (Batch 2)	Mandatory/ Technical	2			Sep. 26-27	TBA		L/V Non-security personnel
66	Port Facility Security Officers' Course (Batch 2)	Mandatory/ Technical	5			Sep. 30-Oct. 4	TBA		L/V Port operations pax

67	Training on Marine Communication Systems: High Frequency Radio Communications & its Operations (Batch 3)	Mandatory/ Technical	3			Oct. 7-9	TBA		L/V PMO Port Operations personnel
68	Training on Marine Communication Systems: Ship to Shore Radio Communications (Batch 3)	Mandatory/ Technical	2			Oct. 10-11	TBA		L/V PMO Port Operations personnel
69	Advance Port Operations and Management Course (Batch 3)	Mandatory/ Technical	3			Oct. 15-17	TBA		L/V Port operations pax
70	Capacity-building on Implementation of PPA Policies (Batch 3)	Mandatory/ Technical	5			Oct. 14-18	TBA		Port operations pax (HO/Mla-based PMOs)
71	Seminar on International Ship and Port Security Code (Batch 2)	Mandatory/ Technical	4			Oct. 22-24	TBA		L/V New hires
72	Basic Port Police Training	Mandatory/ Technical	30	PMTS	RABM	October-September	TBA		HO/PMO Port Police-new hires
73	UNCTAD Module 6. Commercial and Economic Management of Ports	Technical	5			October 21-25, 2019	Bay Leaf Hotel		
74	Training on Port Safety, Health & Environmental Management (PPA Orange Book-Batch 2)	Mandatory/ Technical	3			Oct. 28-30	TBA		L/V Port operations pax
75	Training on Cash Management and its Internal Control System & Updates on COA Regulations (Batch 2)	Mandatory/ Technical	3			Nov. 5-7	TBA		L/V Finance/ColReps
76	Orientation on Management Succession, Program and Onboarding, Orientation and Offboarding (Batch 3)	Mandatory/ Technical	2			Nov. 12-13	TBA		L/V PMO HR Practitioners
77	Awareness on International Ship and Port Security Code (Batch 3)	Mandatory/ Technical	2			Nov. 14-15	TBA		N/S Min Non-security personnel
78	Seminar on International Ship and Port Security Code (Batch 3)	Mandatory/ Technical	3			Nov. 19-21	TBA		N/S Min Port Operations/ Port Police pax
79	Training on Government Procurement Acts and its Updates (RA 9184)	Mandatory/ Technical	3	PMTS	ADG	Nov. 19-21	TBA		HO/PMO BAC members and users
80	Port Facility Security Officers' Course (Batch 3)	Mandatory/ Technical	5			Nov. 25-29	TBA		N/S Min Port Operations/ Port Police pax
81	Basic Occupational Safety and Health (BOSH)	Mandatory/ Technical	5	PMTS	RABM	Nov. 25-29	TBA		HO/PMO operations personnel
82	UNCTAD Module 7. The Administrative and Legal Management of Ports	Technical	5			December 2-6, 2019	Bay Leaf Hotel		
83	Pre-retirement Orientation (Batch 3)	Mandatory/ Technical	3			TBD	TBA		N/S Min Port operations pax
84	Pre-retirement Orientation (Batch 2)	Mandatory/ Technical	2			TBD	TBA		L/V Personnel Retiring Within 2 years
85	Annual Emergency Preparedness and Response Teams (Batch 2)	Mandatory/ Technical	1			TBD	TBA		Luz/Vis PMO ERT
86	Annual Emergency Preparedness and Response Teams (Batch 3)	Mandatory/ Technical	2			TBD	TBA		ERT (NoMin)
87	Annual Emergency Preparedness and Response Teams (Batch 4)	Mandatory/ Technical	2			TBD	TBA		ERT (SoMin)
88	Proposed Basic Office Skills Training (3 Batches)	unprogram med	3			TBD	TBA		Level 1 PPA Employees
89	Training on PPA Manual for Corporate Governance	unprogram med							
90	Executive Protection Driver Training	unprogram med	2			TBD	TBA		PPA Drivers
91	Orientation on RA 11032 Otherwise known as Ease of Doing Business and Efficient Government Service Delivery Act of 2018	unprogram med	2			TBD	TBA		All PPA Executives
Sub-Total									
TOTAL									

Note:

- ** Per Diem - P800.00 per head per day including travel time
- *** Required under BP 344
- **** Based on CY 2014-2017 CNA Agreement
- ***** As required by the Office of the Ombudsman