

2021 SUMMARY OF PROCESSED TRAINING/SEMINARS

CONTROL NUMBER	SEMINAR TITLE	DATE	DEP'T. / DIV.	TOTAL PAX	TOTAL TRAINING FEE
IHTD-001	MICROSOFT O365 TRAINING	27-28 JAN	ALL CONCERNED DIVISIONS & DEPARTMENTS	82	-
PSTD-02	BASIC OCCUPATIONAL SAFETY & HEALTH TRAINING	15-19 FEB	SPECIAL ACTION FORCE MEMBERS	2	-
IHTD-001	TRAINING ON MICROSOFT AX DYNAMICS	23-24 MAR	COD	87	-
PSTD-17	MANDATORY CONTINUING LEGAL EDUCATION	08, 15, 22 & 29 MAY	OCOO, CLAO	3	PHP37,500.00
IHTD-002	ONLINE SERVICE DESK TICKET TRAINING	26-28 MAY	ALL CONCERNED DIVISIONS & DEPARTMENTS	190	-
PSTD 14-19 & 24-25	WEBINAR ON COVID-19 VACCINES BY PARANAQUE CITY HEALTH OFFICE	08 APR-12 JUL	ALL CONCERNED DIVISIONS & DEPARTMENTS	473	-
IHTD-003	CHARGING REQUEST END-USER RE-ORIENTATION	04 JUN	FINANCE, SOD, SECURITY, LOGISTICS, GSD, MERCHANDISING	54	-
PSTD-37	CREDIT CARD AND DIGITAL PAYMENT ACCEPTANCE & FRAUD CARD ORIENTATION	26 JUL	CLAO, COD, ACCOUNTING	60	-
PSTD-38	CREDIT CARD AND DIGITAL PAYMENT ACCEPTANCE & FRAUD CARD ORIENTATION	27 JUL	COD	59	-
PSTD-39	CREDIT CARD AND DIGITAL PAYMENT ACCEPTANCE & FRAUD CARD ORIENTATION	28 JUL	COD, SOD	52	-
PSTD-40	CREDIT CARD AND DIGITAL PAYMENT ACCEPTANCE & FRAUD CARD ORIENTATION	29 JUL	COD, SOD	58	-
PSTD-41	CREDIT CARD AND DIGITAL PAYMENT ACCEPTANCE & FRAUD CARD ORIENTATION	02 AUG	IAD, COD, SOD	25	-
PSTD-32	CSI'S LEADERSHIP IN THE DIGITAL ERA	09, 11, 18, 25 & 27 AUG	OCOO	1	PHP2,800.00
IHTD-005	BASIC & ADVANCED EXCEL TRAINING	27 SEP & 06 OCT	FINANCE, MERCHANDISING, LOGISTICS, HRMD & MISD	176	-
IHTD-008	MICROSOFT AX DYNAMICS REFRESHER HANDS-ON TRAINING	19 OCT 2021-19 MARCH 2022	COD	84	-

IHTD-007	REMOTE DESKTOP ACCESS TRAINING	29 OCT	ALL CONCERNED DIVISIONS & DEPARTMENTS	57	-
IOM-23	JOINT DFPC-SDA STRATEGIC PLANNING FOR 2022	25-26 NOV	DFPC MANAGERS/SDA MANAGERS	43	PHP200,000.00
	DFPC MANAGERS' STRATEGIC PLANNING FOR 2022	16-17 DEC	DFPC MANAGERS	34	

2021 TRAINING SECTION ACCOMPLISHMENT REPORT

I. PROCESSED PUBLIC SEMINARS					
CONTROL NUMBER	SEMINAR TITLE	DATE	DEP'T. / DIV.	TOTAL PAX	TOTAL TRAINING FEE
PSTD-02	BASIC OCCUPATIONAL SAFETY & HEALTH TRAINING	15-19 FEB	SPECIAL ACTION FORCE MEMBERS	2	-
PSTD-17	MANDATORY CONTINUING LEGAL EDUCATION	08, 15, 22 & 29 MAY	OCOO, CLAO	3	PHP37,500.00
PSTD 14-19 & 24-25	WEBINAR ON COVID-19 VACCINES BY PARANAQUE CITY HEALTH OFFICE	08 APR-12 JUL	ALL CONCERNED DIVISIONS & DEPARTMENTS	473 PAX	-
PSTD-32	CSI'S LEADERSHIP IN THE DIGITAL ERA	09, 11, 18, 25 & 27 AUG	OCOO	1	PHP2,800.00
PSTD-37	CREDIT CARD AND DIGITAL PAYMENT ACCEPTANCE & FRAUD CARD ORIENTATION	26 JUL	CLAO, COD, ACCOUNTING	60	-
PSTD-38	CREDIT CARD AND DIGITAL PAYMENT ACCEPTANCE & FRAUD CARD ORIENTATION	27 JUL	COD	59	-
PSTD-39	CREDIT CARD AND DIGITAL PAYMENT ACCEPTANCE & FRAUD CARD ORIENTATION	28 JUL	COD, SOD	52	-
PSTD-40	CREDIT CARD AND DIGITAL PAYMENT ACCEPTANCE & FRAUD CARD ORIENTATION	29 JUL	COD, SOD	58	-
PSTD-41	CREDIT CARD AND DIGITAL PAYMENT ACCEPTANCE & FRAUD CARD ORIENTATION	02 AUG	IAD, COD, SOD	25	-
TOTAL PUBLIC SEMINARS = 9		NO. OF DEP'T./DIV. served = 13		TOTAL TRAINING FEE = PHP40,300.00	
		TOTAL PAX = 733			

II. IN-HOUSE SEMINAR					
CONTROL NUMBER	SEMINAR TITLE	DATE	DEP'T./DIV.	TOTAL PAX	TOTAL TRAINING FEE
IHTD-001	MICROSOFT O365 TRAINING	27-28 JANUARY 2021	ALL CONCERNED DIVISIONS & DEPARTMENTS	82 PAX	-
IHTD-002	ONLINE SERVICE DESK TICKET TRAINING	26-28 MAY	ALL CONCERNED DIVISIONS & DEPARTMENTS	190	-
IHTD-003	CHARGING REQUEST END-USER RE-ORIENTATION	04 JUN	FINANCE, SOD, SECURITY, LOGISTICS, GSD, MERCHANDISING	54	-
IHTD-005	BASIC & ADVANCED EXCEL TRAINING	27 SEP & 06 OCT	FINANCE, MERCHANDISING, LOGISTICS, HRMD & MISD	176	-
IHTD-008	MICROSOFT AX DYNAMICS REFRESHER HANDS-ON TRAINING	19 OCT 2021-19 MARCH 2022	COD	84	-
IHTD-007	REMOTE DESKTOP ACCESS TRAINING	29 OCT	ALL CONCERNED DIVISIONS & DEPARTMENTS	57	-
IOM-23	JOINT DFPC-SDA STRATEGIC PLANNING FOR 2022	25-26 NOV	DFPC MANAGERS/SDA MANAGERS	43	PHP200,000.00
	DFPC MANAGERS' STRATEGIC PLANNING FOR 2022	16-17 DEC	DFPC MANAGERS	34	
TOTAL IN-HOUSE SEMINAR = 8		TOTAL BUDGET = PHP200,000.00		TOTAL ATTENDEES = 720	

III. ENHANCED CUSTOMER SERVICE ORIENTATION				
DATE	DUTY FREE PHILIPPINES	CONCESSIONAIRES	SECURITY GUARDS	TOTAL PAX
05 FEBRUARY 2021	-	2	-	2