

Summary of Implemented Trainings for 2013

Name of Training/Seminar	Venue	Date	No. of Training Hours	No. of Participants
Grammar at Work Training *1st batch*	HallONE Conference Room, CITEM, Pasay	07 February	8 hours	16
Grammar at Work Training *2nd batch*	HallONE Conference Room, CITEM, Pasay	12 February	8 hours	16
Digital Commerce Summit	Hotel Inteconinental, Makati	27 - 28 February	16 hours	1
Arangkada Philippine Forum	Rizal Ballroom, Makati Shangri-la Hotel	26 February	8 hours	3
M.I.C.E. Conference	Davao City	06 -09 March	32 hours	2
Lecture on First Aid and Earthquake Awareness	CITEM, Pasay City	24 May	8 hours	CITEM Employees
CES Thought Leaders' Congress		28 May	8 hours	2
Leave Administration Course		28-29 May	16 hours	2
Cebu Creative Industries Summit	SM City Cebu	14 June	8 hours	3
Roar of the Tiger Int'l. Marketing Conference	Marriot Hotel, Newport City Complex, Pasay City	27 - 28 June	16 hours	1
Performance and Result Mgmt. Workshop		27 - 28 June	16 hours	1
Managers Course	UP-Institute for Small Industries (UP-ISSI) Building, Diliman, Quezon City	06 July - 07 December (6 Saturdays)	48 hours	1
Philgeps Training	eBlackBoards Solutions, Inc., Training Center, Unit 9/10, 3/F, Anglo Bldg, 715-A Shaw Blvd., Mandaluyong City	27-28 August	16 hours	2
Adobe After Effects CS6	PTTC	27 - 30 August	6 hours	1
Total Communication Course	UP-Institute for Small Industries (UP-ISSI) Building, Diliman, Quezon City	07 September - 12 October (6 Saturdays)	48 hours	1
Creative Selling Techniques	UP-Institute for Small Industries (UP-ISSI) Building, Diliman, Quezon City	21 September - 19 October (5 Saturdays)	40 hours	2
Data Conference	Crowne Plaza, Mandaluyong City	04 October	8 hours	3
Strategic Marketing Course	UP-Institute for Small Industries (UP-ISSI) Building, Diliman, Quezon City	05 October - 09 November (6 Saturdays)	48 hours	2
ASEAN 2nd International Conference on ASEAN Community Building	Traders Hotel, Manila	17 - 18 October	16 hours	2
China ASEAN Convention and Exhibition Seminar	Nanning, China	12 - 26 November	120 hours	2
Supervisory Effectiveness for Improved Quality and Productivity	PTTC	13 - 15 November	24 hours	1
Green Public Procurement (GPP) under the SWITCH-Asia Programme	Board of Investment Penthouse	14 November	6 hours	2
A Marketing Tool: Packaging and Labeling for Processed Food	PTTC	14 - 15 November	16 hours	1
Analyzing Business Market and Business Buying Behavior	PTTC	15 November	8 hours	2
Records and Information Management	PTTC	20 - 21 November	16 hours	4
CITEM Strategic Planning	Nasugbu, Batangas	20 - 22 November	24 hours	35 CITEM Employees
International Trends Workshop and Seminar	Room 14, PICC	20 November	6 hours	2
Visual Merchandising and Booth Set-Up	PTTC	20 - 21 November	16 hours	2
Awareness on Hazard Analysis Critical Control Points	PTTC	21 - 22 November	16 hours	2
Facebook Business Page Management	PTTC	22 November	8 hours	2
Event Management Certification Course	Diamond Hotel, Roxas Blvd., Manila	25 - 29 November	40 hours	16
Documentation on Hazard Analysis Critical Control Points	PTTC	27 - 29 November	24 hours	2
Effective Corporate Event Hosting Workshop	PTTC	28 November	8 hours	1
Training of Trainers (ToT) on Food Safety and Traceability	Tagaytay City	02 - 06 December	40 hours	1

Summary of Implemented Trainings for 2013

CITEM Health and Wellness Program				
Name of Training/Seminar	Venue	Date	No. of Training Hours	No. of Patricipants
First Aid Training	CITEM, Pasay City	29 May	8 hours	Clerks, Technical Staff, Selected SG and Janitors
Earthquake Preparedness Seminar	CITEM, Pasay City	05 June	8 hours	Clerks, Technical Staff, Selected SG and Janitors
TEAMBUILDING ACTIVITY	Kota Keluarga, Laiya Rd, San Juan, Batangas			100 CITEM Employees