

LIST OF TRAININGS / SEMINARS ATTENDED BY CITEM EMPLOYEES CY 2023

| PROGRAM TITLE | OBJECTIVE | DATE | VENUE | NO. OF ATTENDEES | | |
|---|--|----------------------|-----------------------|------------------|--------|-------|
| | | | | MALE | FEMALE | TOTAL |
| Graphika Manila 2023 | To learn form creativity of different artist in order to produce a more diverse and collaborative visuals materials like design, illustrations, and animation that can be use for future event of the company. | February 11-12, 2023 | SMX Convention Center | 3 | 3 | 6 |
| Business Opportunities in Middle East, India, and African Markets | To know more about the the emerging marketing opportunites in the middle east and learn how to penetrate them. | March 7, 2023 | The Linden Suites | 1 | 2 | 3 |
| Data Analytics Using Spreadsheet In-Depth Workshop | To know the importance of using excel or spreadsheet in data management, and basic reporting. To learn how to prepare information for data analytics. | March 15-17, 2023 | Virtual | 1 | 1 | 2 |
| Learning The Necessary Technical and Digital Skills to Trade in the Digital Economy | To impart and strenthen the e-commerce capability of MSME's in the economy between ASEAN and Hong Kong, China, in facilitating cross-border trade in goods and services through the utilization of Information technology. | March 29, 2023 | Virtual | 1 | 2 | 3 |
| Basics of Exporting | To contribute on company's export marketing plan with confidence, and know the different procedures in exporting goods and the intricacies of negotiating with foreign buyers. | April 25-27, 2023 | Virtual | 1 | 5 | 6 |

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| 20th Edition of Digital Transformation Summit | This summit provides an ideal platform for technology and digital leaders to meet, connect, interact, and gain new insights on the digital transformation and innovations taking place across industries in the Philippines. The summit will address the importance of potential technology as a driver for every organization to function securely, effectively, and efficiently. | June 16, 2023 | Conrad Hotel | 1 | 1 | 2 |
| 3rd Government Internal Auditor Summit | This summit provides a venue for networking, benchmarking and possible collaboration activities with the different heads of IAS/Os in the public sector specially on internal auditing practices, That can be adopted in the performance of the internal auditors within the company to prevent and detect fraud for the betterment of auditing process and investigation. | June 22-23, 2023 | Virtual | 0 | 2 | 2 |

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| Workshop on MAEDP Design Presentation and Commitment Setting by DTI and Implementing Partners | Provide information on the design, logical framework and deliverables of the Mindanao Agro-Enterprise Development Project, including timelines and the project approval process by the Government of the Philippines and ADB Board; Provide clarity and understanding on the role of: ADB as development institution; DA as partner implementing agency; and DTI Functional Groups, Attached Agencies, Bureaus, and Regional Offices; Commit to deliver their part of the outputs and activities in order for the project to realize its impact and development. | July 13-14, 2023 | Asian Development Bank (ADB) Headquarters | 0 | 1 | 1 |
| VRP School of Statesmanship Paralegal Online Training - Module 2 | The School of Statesmanship Module 2 Training seeks to equip government employees and other interested participants with the basic knowledge and skills in dispute resolution inside or outside their offices. It also offers sessions on how to handle labor-related issues including procedures to be followed as well as restorative justice principles to help involved employees reintegrate into the office. | July 11-14, 2023 | Virtual | 0 | 1 | 1 |
| Leading with Excellence in a Time of Change | Appreciate the principles and benefits of excellence in the workplace. Describe how a government employee of excellence behaves in delivering public service. Come up with practical steps on how to apply and maintain excellence in the workplace. | July 18, 2023 | Virtual | 7 | 20 | 27 |

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| Cash Management and Its Internal Control Systems | To promote proper control measures in handling cash. To be able to learn and apply laws, rules and regulations surrounding the collections and disbursements of cash and its pertinent documents. To learn the systems and preparation of reports. To strengthen the knowledge on internal control system on cash management. | July 25-27, 2023 | Virtual | 1 | 1 | 2 |
| Mastering Microsoft Excel for Advanced Users | This training will give participants a deep understanding of the Advanced Excel formulas and functions that transform Excel from a basic spreadsheet program into a dynamic and powerful analytics tool. This training also gives participants a deep, 100% comprehensive understanding of Excel Pivot Tables and Excel Pivot Charts. | July 31 to August 1, 2023 | Virtual | 0 | 3 | 3 |
| Productivity Challenge Workshop | This Workshop is an introductory course on understanding, appreciating productivity and the importance of innovation. It also focuses on helping participants learn tools and techniques for analyzing and defining productivity problems. At the end of the workshop, participants will be able to submit an entry to this year's Productivity Challenge, 2023 Productivity Spark: 1,000 Ideas for Productivity. | August 02-03, 2023 | DAP Office, Pasig | 0 | 1 | 1 |

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| The Philippine Budgeting System | To enable the participants to have knowledge on government budgeting; To understand the different budget cycles and processes; To fully understand budgeting concepts and budgeting techniques; To understand OPIF as a tool in budgeting | August 15-18, 2023 | Virtual | 0 | 2 | 2 |
| 2023 Public Sector Human Resource (HR) Symposium | The symposium will tackle the characteristics of dynamic organizations who are able to optimally balance organizational performance with economic, environmental, and social impacts on the future generation. The Symposium will feature tools and best practices in developing and fostering dynamism in the organization. It also aims to inspire participants in initiating change towards developing dynamic leaders and organizations to ensure that they thrive in facing challenges . | September 26-27, 2023 | Virtual | 1 | 1 | 2 |
| Python Programming Essentials Course | The Python Programming Essentials course starts from the basics of writing and executing Python scripts to more advanced features such as file operations, regular expressions, working with binary data, and using extensive functionality of Python modules. Advance features will also be discussed like arrays and input and output formatting. | October 9-20, 2023 | Virtual | 1 | 1 | 2 |

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| Customer Communication Skills Training | This training aims to provide participants with principles, guidelines, tools, and practice scenarios to ensure that customers are listened to and accommodated properly. Gain confidence in handling customers through effective verbal and written communication. | October 10- 11 , 2023 | Virtual | 0 | 4 | 4 |
| Audit on Hazard Analysis and Critical Control Points (HACCP) | Understand the internal audit requirements for HACCP. Conduct internal audit following the prescribed internal audit process. Understand the requirements for a competent HACCP internal auditor. | October 12-13, 2023 | Virtual | 0 | 4 | 4 |
| Competency-Based Behavioral Event Interview | This is a two-day online course that will enable the participants to apply, practice, develop, install, implement and monitor the evaluation and assessment of potential candidates for a vacant position using structured techniques in the selection process. The structured methods discussed in this online course are Behavioral Event Interviewing (BEI), and Competency-Based Interviewing (CBI) based on objective job-related criteria, and competency requirements, respectively. | October 12 - 17, 2023 | Virtual | 1 | 1 | 2 |

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| INCOTERMS 2020 and Export Procedures | Be conversant with the latest International Commercial Terms and select the most appropriate term for your international transactions. Understand the risks and levels of confidence in every mode of payment. Know the different bank and customs procedures and documents for your exports. | October 18, 2023 | Virtual | 0 | 4 | 4 |
| FOCIG 34th Leadership Event and Main Ugnayan and Fellowship | Appreciate principles on why public service is important to God. Discuss ways in which true public service is demonstrated in LGU and/or in Govt Office. Share best practices for better and more efficient public service. | October 24, 2023 | Camp Aguinaldo, Quezon City | 0 | 4 | 4 |
| GAD Training | The GAD training workshop shall focus on the Basics of Gender and Development and Gender Mainstreaming concepts | November 15, 2023 | La Jolla, Beach Resort | 38 | 80 | 118 |
| Cybersecurity Competency Framework | The business organization or enterprise that are subject to government regulations are made to participate in ensuring the security of people, process, data, application and infrastructure in the cyberspace of doing business. | November 6-10, 2023 | Virtual | 2 | 0 | 2 |
| Psychological Assessment Series 2023: Evidence-based Psychological Assessment in Philippine Practice | This webinar series builds on the skills of psychometricians and psychologists in doing psychological screening assessments using the framework of evidence-based psychological assessment (EBPA) by Bornstein (2017). | November 11, 18, 25/ December 2 & 9, 2023 | Virtual | 0 | 2 | 2 |

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| Foundations on Data Science and Analytics | It is designed to provide participants with a solid understanding of the fundamental concepts, techniques, and tools used in the field of data science and analytics. | November 20-21, 2023 | Virtual | 1 | 0 | 1 |
| Intermediate Technical Writing, Feature Article, Data Commentary, and Copywriting In-depth Training Workshop | The training is a public offering which aims to enhance participants' writing skills across four distinct but interconnected domains: Intermediate Technical Writing, Feature Article Writing, Data Commentary, and Copywriting. By participating in this training, your team will have the unique opportunity to refine your craft and gain expertise in various professional writing genres. | November 22-24, 2023 | Virtual | 1 | 1 | 2 |
| CES Congress 2023 | Celebrating the extra-ordinary lives, creative achievements, valuable lessons and timeless legacies of CES exemplars who offered their entire lives and careers in loving service to the nation in various fields of leadership, governance and development for the past half-century. | November 28-29, 2023 | The Manila Hotel | 0 | 1 | 1 |
| Problem Solving and Decision Making | The concept of this training is to equip participants from Problem Solving Tips, Adaptive Decision Making, Quantitative Management Tools for Problem Solving and Decision Making, Categories of Decision Making, Factors to Consider in Making Decisions, Decision Making Models, Decision Making Steps and Decision Styles. | November 28, 2024 | PTTC | 0 | 1 | 1 |

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| Awareness on Food Defense | Identify the kind of preventive measures in order to minimize the risk that food products under assurance and control will be subject to tampering or other malicious or criminal actions; Learn the implementing rules of an effective and functional food defense plan; Identify threat and vulnerability within the scope of the supply chain. | November 29, 2023 | PTTC | 1 | 3 | 4 |
| Government Procurement Reform Act (RA9184) and Its Revised IRR and Updates | The course deals on the management of procurement activities in the government sector as provided for in the Republic Act 9184 and its Implementing Rules and Regulations. To enable the participants to understand RA 9184 and its IRR. To ensure compliance with laws, rules and regulations on procurement. To capacitate the participants in evaluating the outcome of the procurement process including compliance with laws, rules and regulations. To ensure effective and efficient operations in their respective areas of responsibility. | December 5-7, 2023 | Virtual | 4 | 10 | 14 |

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| Internal Halal Audit Guidelines | <p>Participants should be able to know and apply key updates of ISO 19011:2018 on your auditing principles as well as to the design, implementation & review of your internal auditing. Align these roles to the functions of management.</p> <p>Participants should be able to know how to conduct practical and valuable combined or integrated internal audit. Enhance identification of objective evidence(s) to look for per clause requirement. Improve application of risk-based thinking in internal auditing.</p> | December 18-19, 2023 | PTTC | 0 | 2 | 2 |