

**LIST OF TRAININGS / SEMINARS ATTENDED BY CITEM EMPLOYEES CY 2025**

PROGRAM TYPE	PROGRAM TITLE	OBJECTIVE	DATE	VENUE	TRAINING HOURS	NO. OF ATTENDEES		
						MALE	FEMALE	TOTAL
Internal	Seminar-Workshop on Protocols and Social Graces	The proposed training aims to equip CITEM employees with the necessary skills and knowledge to navigate international interactions with confidence and professionalism. This will not only improve individual performance but also contribute to the overall success of our missions and events.	February 25-27, 2025	PTTC/ Century Park Hotel	24	9	23	32
External	Graphika Manila 2025	With over 45,000 attendees throughout its history, the conference continues to inspire and connect creative professionals and enthusiasts from Asia and beyond. These sessions are designed to inspire creativity through knowledge-sharing sessions and networking opportunities.	March 1-2, 2025	SMX Mall of Asia, Pasay City	24	4	7	11
Internal	Orientation on Relevant Policies on Republic Act No. 7877 or the Anti-Sexual Harassment Act of 1995	The session aims to deepen participants' understanding of the key provisions of Republic Act 7877, enhance their ability to recognize and prevent sexual harassment in the workplace, equip them with the proper steps to respond to and report incidents, and ultimately foster a safe, respectful, and harassment-free work environment.	18 March 2025	ZOOM	4	4	25	29
External	2025 Regional Human Resource Management Practitioners' (HRMP) Congress	Aims to unite HR practitioners, managers, and government officials in the National Capital Region. It will foster collaboration to enhance HR efficiency and address the evolving future of work, highlighting HR's strategic role in navigating disruptions and shaping the workforce.	June 17-18, 2025	World Trade Center, Pasay City	24	1	4	5
External	Photojournalism: What Editors Want Masterclass	Designed to empower participants by equipping them with essential knowledge and skills in the field of journalism- led by a veteran photojournalist, this masterclass will help attendees acquire and develop their skills in the field.	April 25, 2025	Manila Times Building	6	2	4	6

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External	Forging Transformative Businesses from Innovative Enterprises	Discussion on empowering MSMEs through digital transformation	April 24,2025	Discovery Suites, Ortigas	3.5	0	2	2
Internal	Empowering the GAD Focal Point System:Enhancing Skills and Sustaining Gender Mainstreaming	The activity aims to enhance the knowledge and skills of GFPS members in fulfilling their roles and responsibilities, sustain effective gender mainstreaming programs and activities, apply GAD principles through practical and hands-on exercises, and develop a deeper understanding of gender issues along with appropriate and sustainable solutions.	29 April 2025	ZOOM	4	7	27	34
External	Synergy in Motion: Building Deep and Harmonious Relationship	Improvement of good relationships in the workplace	May 29,2025	ZOOM	2	1	4	5
External	Human Resource (HR) Analytics	Data Management and Presentation of HR Data	July 08-09 2025	ZOOM	16	1	1	2
External	Lighting Principles 101: Master the Basics of Lighting and Colour Psychology and Visual Communication Design.	Grasp the psychological impact of colour on designing	July 1-30, 2025	UDEMY Platform	9	2	3	5
Internal	Communication Excellence: Technical Writing Workshop	Understand the importance of technical writing in professional settings Identify key differences between technical writing and other forms of writing	August 05-06, 2025	Philippine Trade Training Center	16	12	18	30

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Internal	Managing Performance and Coaching for Results	Deepen understanding of the GROW model and its application in performance coaching	July 29-30 2025	Philippine Trade Training Center	16	10	17	27
External	Procurement in Transition: Aligning with the NGPA	Orientation on New Government Procurement Act RA 12009	October 29 , 2025 and December 10, 2025	ZOOM	8	26	32	58
External	2025 Omnibus Rules On Appointments And Other Human Resource Actions (ORAOHRA)	Orientation on the New Provisions of 2025 Omnibus Rules On Appointments And Other Human Resource Actions (ORAOHRA)	August 06-07, 2025	ZOOM	8	0	3	3
External	Leave Administration Course for Effectiveness (LACE)	Orientation on the CSC Omnibus Rules on Leave	'August 27-28, 2025	ZOOM	16	0	1	1
External	Citizen-Centered AI Adoption in the Public Sector	Online Discussion on Citizen-Centered AI Adoption in the Public Sector	August 12-13 2025	ZOOM	8	2	0	2
External	2025 Third Quarter Human Resource Managers Fellowship Meeting and Learning Session (HRMFMLS)	<p>This year's HRMFMLS Learning Session Series aims to update government decision-makers and key HR personnel on the latest Career Executive Service (CES) policies and programs, while providing a venue for learning and sharing insights on current trends in strategic human capital development.</p> <p>The sessions will focus on strengthening the digital competencies of HR officers to enhance people management and improve agency service delivery, with topics covering HR Analytics and various HR platforms and tools.</p>	August 27, 2025	ZOOM	8	0	1	1

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External	2025 Alternative Dispute Resolution (ADR) - Batch 3	The ADR Orientation aims to provide knowledge on the basic concepts and legal foundations of ADR, the establishment of an ADR program, and the mandate, functions, and services of the OADR.	September 18, 2025	ZOOM	4	0	1	1
External	UX+ Conference	The team will be provided with invaluable insights into the latest UX Trends, best practices, and practical frameworks from industry leaders.	September 14, 2025	SMX Convention Center	8	2	4	6
External	Agile Project Management Fundamentals 7.0	The course provides the basics for project managers by introducing essential project management concepts and methods	September 09, 2025	ZOOM	8	0	1	1
External	Data Privacy Government Sector Summit	The seminar aims to strengthen government compliance with the Data Privacy Act- it will seek to build public trust by promoting responsible handling of personal data	November 14, 2025	Quezon City	8	1	1	2
External	Vogue Threads 2025	The seminar showcases Filipino creativity, heritage, innovation and community through various immersive experiences.	September 21 and 24 2025	Makati City	8	1	0	1
External	2025 FOCIG Annual Leadership Conference	Annual Leadership Conference for Spirituality and Good Governance	November 16, 2025	Quezon City	8	0	2	2
Internal	Spoken Communication Workshop	This two-day module focuses on improving individuals' presentation techniques and language competencies. The first segment aims to enhance confidence and personality, while the second segment fortifies audience rapport and conversation skills.	September 15-16, 2025	Philippine Trade Training Center	16	5	16	21
External	Data Privacy Training Roadshow 2025	This training will feature expert-led sessions, interactive workshops, and valuable networking opportunities with data privacy professionals and industry leaders, which will equip the abovenamed personnel with the necessary knowledge and skills to strengthen CITEM's data privacy compliance.	November 24-25 2025	Manila	16	1	2	3

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External	2025 BrandCon	BrandCon is the country's first-ever annual convention focused on holistic brandbuilding designed to empower Filipino MSMEs. It elevates competitiveness and longterm sustainability of Philippine brands through world-class learning, meaningful mentorship, and real-world case studies	November 11-13, 2025	Resorts World Manila	24	1	3	4
External	Whistleblowing and Integrity Program for GOCCs (WHIP)	<p>The program is designed to introduce participants to the GCG's Whistleblowing and Integrity Program for the GOCC Sector, as outlined in GCG Memorandum Circular No. 2025-01.</p> <p>It aims to equip attendees with foundational knowledge on promoting ethical standards, detecting fraud, preventing corruption, and fostering respectful workplaces in the public sector.</p> <p>The course also covers relevant laws and policies on conduct, anti-corruption, sexual harassment, and whistleblowing.</p>	November 20, 2025	Fairmont, Makati City	8	0	1	1
External	Orientation on Guidelines on the Implementation of Three (3) Signatories Rule	<p>Relative to this mandate, the Legal Office and the Compliance Monitoring and Evaluation Office of the Authority aim to capacitate agencies on ARTA Memorandum Circular No. 2024-05 or the Guidelines on the Implementation of Three (3) Signatories Rule under Section 9(D) of Republic Act No. 11032 in relation to Rule VII, Section 5 of the Joint Memorandum Circular (JMC) No. 2019-001.</p> <p>The main objective of this activity is to equip agencies with a comprehensive orientation on the key provisions of the said issuance and to strengthen their capacity to ensure compliance.</p>	November 19, 2025	ZOOM	4	0	1	1

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External	Orientation-Workshop on the ARTA Compliances	The purpose of this training is to equip agencies with the knowledge and tools necessary to comply with ARTA mandates, including the implementation of the Citizen's Charter under Republic Act No. 11032 and the Harmonized Client Satisfaction Measurement guidelines. Through expert-led sessions, interactive workshops, and networking opportunities, the training aims to strengthen compliance, improve service delivery, and ensure adherence to the Ease of Doing Business and Efficient Government Service Delivery Act of 2018.	November 25, 2025	4th Floor ARTA Transformation Hub and Training Center, U.P. Ayala Land TechnoHub Building I, Quezon City	8	1	1	2
Internal	Eskewelabs Learning Sprint	<p>Sprint 1: Data Utilization &amp; Contextualization for Exportation (November 5-6, 2025, 1:00 PM - 5:00 PM)</p> <p>Sprint 2: Marketing Research &amp; Development (November 19-20, 2025, 1:00 PM - 5:00 PM)</p> <p>Sprint 3: Design Thinking for Innovation (December 03-04, 2025, 1:00 pm-05:00 pm)</p> <p>These sessions aim to equip participants with practical skills in data utilization, marketing research, and design thinking, all contextualized to support export promotion, marketing strategies, and CITEM's trade exhibition initiatives.</p>	November 05-06, 19-20, 2025 and December 03-04, 2025	via ZOOM	24	21	8	29
Internal	Filipino Sign Language	<p>The Filipino Sign Language (FSL) Workshop supports CITEM's commitment to the Equal Opportunity Principle by ensuring accessible and inclusive communication for all.</p> <p>Aligned with the Communicating and Connecting core competency, it equips employees with foundational knowledge of FSL, Deaf culture, and inclusive communication practices.</p> <p>In CITEM's events and stakeholder engagements, basic FSL proficiency helps staff reduce communication barriers and ensure that all audiences can participate fully and equitably.</p>	November 12, 2025	Philippine Trade Training Center (PTTC)	8	8	21	29