



Light Rail Transit Authority

Administrative Department - Human Resources Management Division

Training Section

MONTHLY REPORT ON LEARNING AND DEVELOPMENT PROGRAMS AND ACTIVITIES FACILITATED AND ENDORSED TO LRTA EMPLOYEES (TECHNICAL & NON-TECHNICAL)

MAY 2021

No.	Date	Title of Learning and Development Program / Activity	No. of Hours	Target Participants	Position of attendees	Office of attendees	Subject Matter Expert / Learning and Development Institution	Venue	ISO Process		
									Management Process	Core Process	Support Process
A. IN-HOUSE TRAININGS											
a.1. FACE TO FACE TRAININGS											
1	None										
	Sub-total a.1	0									
a.2. ONLINE TRAININGS											
1	May 3-14, 2021	Cross Training Program for Operations Personnel (Train Driving Program) attended by Mr. Carlo Miguel E. Vazquez and Mr. Michael Angelo B. Lamug	80	Operations Department	Transport Officer A, Station Teller	TCD, SOD	Operations Department	Line 2 Rolling Stock, Simulator Room, Recto Station	0	2	0

2	May 4, 2021 1:30-4:30 PM	Online Orientation Forum on the Latest GSIS Programs and Compensation Benefits for Employees with COVID-19 and other Updates	3	All LRTA Employees	Admin. Officer, Cashier, CSO, Clerk Processor, Corp. Budget Analyst, Data Encoder-Controller, Division Manager, Engineer, Environmental Specialist, Financial Planning Analyst, HRM Officer, Internal Auditor, IRM Assistant, Nurse, Property Officer, PR Officer, Safety Specialist, Accounting Processor, Station Teller, Supply Officer, TOS-B, Train Driver, Training Specialist,	Accounting, AMD, Budget, CAMT, CPRD, FROG, HRMD, IAD, IRLLO, Line 1-RSISD, Line 1-SEP, Line 2-EEP, Line 2-WEP, Line 2-RSISD, Medical, PRD, SOD,SSD, TOD, Treasury	Government Service Insurance System (GSIS)	via Zoom	11	40	56
3	Practical: May 6-7, 2021 (continuation of April 27-28, 2021)	Line 2 East Extension Project: Operation and Maintenance Training on Power Supply attended by Engr. Aries Panganiban, Engr. Flordeliza Ropa, Engr. Cahr Mae Puti, Engr. Jaypee Alamar, Engr. John Mabilangan, Engr. Jayson Cabanilla, Mr. John Buenaventura, Mar. Richard Lacanilao, Mr. Daniel Gatdula and Mr. William Flores		Lines 1 & 2 Engineering Department, Operations Department, AMD, SSD	PE B, SE A, Engineer B, TOSC B, Property Officer A, Safety Specialist	Lines 1 & 2 Engineering Department, Operations Department, AMD, SSD	Line 2 East Extension Project, DMC1	Instructor-led Training (Face-to-Face) Masinag (Antipolo Station)	0	7	3

4	May 6, 2021 1:30-4:30 PM	Online Orientation / Updates on Civil Service Commission (CSC) Issuances including Quarantine Leave for COVID Positive Employees	3	All LRTA Employees	Admin. Officer, Cashier, Clerk Processor, Computer Specialist, Data Encoder Controller, Dept. Manager, Div. Manager, Financial Planning Analyst, HRM Officer, Internal Auditor, IRM Assistant, Legal Assistant, Medical, Minutes Officer, MIS Specialist, Nurse, Property Officer, PR Officer, Records Officer, Secretary, CorPlan Analyst, Engineer, Station Teller, Storekeeper, Supply Officer, TOA, TOS-B, Train Driver, Training Specialist, Treasury Specialist	AMD,BDPRD, CAMT, CorSec, CPRD, Engineering, FROG, HRMD, GSD, IAD, KMITD, Legal, Line 1-SEP, Line 2-RSISD, Line 2-WEP, Medical Unit, PRD, SOD, TCD, TOD, Treasury	Civil Service Commission (CSC)	via Zoom	11	18	56
5	Practical: May 10 & 12 (Continuation of April 30, 2021)	Trackwork System Operation and Maintenance Training attended by Engr. Aries Panganiban, Engr. Flordeliza Ropa, Engr. Cahr Mae Puti, Engr. Jaypee Alamar, Engr. John Mabilangan, Engr. Jayson Cabanilla, Mr. John Buenaventura, Mar. Richard Lacanilao, Mr. Daniel Gatdula and Mr. William Flores		Lines 1 & 2 Engineering Department, Operations Department, AMD, SSD	PE B, SE A, Engineer B, TOSC B, Property Officer A, Safety Specialist	Lines 1 & 2 Engineering Department, Operations Department, AMD, SSD	Line 2 East Extension Project, DMCI	Instructor-led Training (Face-to-Face) Masinag (Antipolo Station)	0	7	3

6	May 10, 2021	Conduct of Online Orientation on the Latest Employees' Compensation Programs and Benefits of ECC-DOLE for Employees contracted with COVID-19 and other Updates	3	All LRTA Employees	Clerk Processor A, Principal Engineer A, TOS B, TOSC B, Station Teller, Transport Officer A, CSO B, Property Officer B, Cashier B, Safety Specialist, Nurse II, Train Driver A	HRMD, TCD, SSD, L2 RSISD, IAD, SOD, FROG, TOD, Medical, L1 CAVEX, L2 WEP	Employees' Compensation Commission-Mr. Stephen Barredo	Zoom	0	42	55
7	May 17-21, 2021	Cross Training Program for Operations Personnel (Operation Control Center Signaling System Operation) attended by Mr. Christopher L. Dela Rosa and Mr. Jimnhel A. Sayangco	40	Operations Department	Train Driver A	TOD	Operations Department	OCC Viewing Room	0	2	0

8	May 17-19, 2021	AFC System Operation and Maintenance Training - Line 2 East Extension Project	2	DOTr Personnel, LRTA Employees	Safety Specialist, Engineer III, Engineer A, TOS B, Principal Engineer, Project Manager, Cashier D,	DOTr, L2 RSISD, SOD, FROG, SSD	Marubeni DMCI Consortium	MS Teams			
9	May 20, 2021	Training on Fire Emergency Preparedness (with Basic First Aid and Victim handling)	3	All LRTA Employees	Clerk Processor A, Principal Engineer A, TOS B, TOSC B, Station Teller, Transport Officer A, CSO B, Property Officer B, Cashier B, Safety Specialist, Nurse II, Train Driver A	HRMD, TCD, SSD, L2 RSISD, IAD, SOD, FROG, TOD, Medical, L1 CAVEX, L2 WEP	Bureau of Fire Protection-Pasig City	Zoom	0	20	49

10	May 24, 2021	Overhead Catenary System (OCS) Operation and Maintenance Training - Line 2 East Extension Project	2	LRTA Employees, DOTr Personnel	Engineer III, Safety Specialist, Engineer II, Leadman, PEA, Property Officer A, Project Development Officer	LRTA, DOTr	Marubeni	MS Teams	0	20	1
11	May 24-27, 2021	Online Orientation for LRTA's Newly Hired Employees	-	LRTA Newly-hired Employees	Secretary, Computer Operator, CorPlan Analyst, Train Driver, Engineer, Driver Mechanic, Corporate Attorney, Storekeeper, Business Dev Analyst, CSO-B, Safety Specialist	CAMT, Line 2-WEP, CPRD, TOD, Line 1-RSIS/IGMD, Line 1-SEP, IAD, GSD, BDD, SSD, BDPRD	HRMD-Training, CBAS, Payroll, Recruitment Section, SSD, PRD, AMD	via Zoom	2	2	11

12	May 27-28, 2021	Signaling System (UPS) Operation and Maintenance Training - Line 2 East Extension Project	2	LRTA Employees, DOTr Personnel	Project Development Officer, Engineer III, Signalling Expert, Leadman, Principal Engineer A, TOSC A, Engineer IV, Junior Engineer	LRTA, DOTr	Marubeni	MS Teams			
Sub-total a.2		0							24	160	129
a.3. REFRESHER COURSE											
1	May 10-14, 2021	Online Refresher Course on AFCS Contactless Ticketing System Policies, Procedures, Work Instructions and Updates for Ticket Management and Sales Collection Division (TMSCD) Personnel	4	Fare Revenue Operations Group	Station Teller, Cashier D	TMSCD	Fare Revenue Operations Group	Zoom	0	0	141

2	May 24-28, 2021	Online 2nd Session Refresher Course for Train Operations Division Personne (Reverse Running, Running Against Traffic, Safety Driving in relation to Special Movements and Train Running at Reverse without a Pilot Man)	2 hours per batch / 5 batches	TOD	Train Driver A, TOS B	TOD	Operations Department	Zoom	0	1	0
3	May 27-28, 2021	Online 2nd Quarter Refresher Course for Traffic Control Division Personnel (10 Tips to stay safe in the Era of COVID-19, Switch Point (Switch point position, Position Indicator and Manual Cranking), Driving Mode (M+25 and Special Key) and Concentration on Manning the OCC)	2 hours per batch / 2 batches	TCD	Transport Officer A, TOS B, TOSC B	Traffic Control Division	Operations Department	Zoom	0	33	0
Sub-total a.3		0							0	34	141
a.4. RETRAINING COURSE FOR TRAIN DRIVERS											
1	May 3-4, 2021	Retraining Course for Train Driver (Aristotle S. Gapusan, Albert E. Paragas)	16	TOD	Train Driver A	TOD	Operations Department	Social Hall and Revenue Line	0	2	0

2	May 4-5, 2021	Retraining Course for Train Driver (Eduardo Q. Castallas)	16	TOD	Train Driver A	TOD	Operations Department	Social Hall and Revenue Line	0	1	0
3	May 5-6, 2021	Retraining Course for Train Driver (Kris Ebarra A. Agulto, Alexis E. Viernes)	16	TOD	Train Driver A	TOD	Operations Department	Social Hall and Revenue Line	0	2	0
4	May 7-11, 2021	Retraining Course for Train Driver (Marlon E. Santos)	16	TOD	Train Driver A	TOD	Operations Department	Social Hall and Revenue Line	0	1	0
5	May 10-11, 2021	Retraining Course for Train Driver (Froilan L. Jose)	16	TOD	Train Driver A	TOD	Operations Department	Social Hall and Revenue Line	0	1	0
6	May 13-14, 2021	Retraining Course for Train Driver (Allan Jeffrey G. Santos, Alex N. Onanad, Apolonio B. Norada)	16	TOD	Train Driver A	TOD	Operations Department	Social Hall and Revenue Line	0	3	0
7	May 24-25, 2021	Retraining Course for Train Driver (Alvin A. Santos)	16	TOD	Train Driver A	TOD	Operations Department	Social Hall and Revenue Line	0	1	0
	Sub-total a.4	3							0	11	0

B. LOCAL TRAININGS

1	May 2, 9, 16, 2021	Design of Systems for Monitoring and Evaluation (Workshop)	24	Planning Department, CPRD	Corporate Planning Analyst	CPRD	Strategic Research and Development Center, Inc.	via Zoom	4	0	0
2	May 14, 2021	Know Your Money (KYM) Webinars Series attended by Abba Paluga, Allan Orcine, Esperanza Flores, Jenie Albeus, Gina Dizon, Joselito Reyes, Aristotle Sagun, Dan Jeffrey Santos, John Ray Tamayao, Consorcia Santiago and Annabelle Baesa	3	Station Operations Division, Ticket Management and Sales Collection Division, Treasury Division	Station Teller, Cashier D	SOD, TMSCD	Bangko Sentral ng Pilipinas	Microsoft Teams	0	11	0
3	May 17-21, 2021	40-Hour Basic Occupational Safety and Health (BOSH) for Government Workers (SO2) attended by Engr. Kathryn Jane Loteriña, Engr. Jerick Kuh Nalaunan and Engr. Cahr Mae Puti	40	L2 RSISD	Senior Engineer A, Engineer A & B	L2 RSISD	Occupational Safety and Helath, Department of Labor and Employment	Zoom and Google Classroom	0	1	0
4	May 17-21, 2021	Webinar on Construction Occupational Safety and Health attended by Mr. Brian Acuña and Mr. Nixon F. Pagcaliwagan	40	SSD	Senior Safety Specialist, OIC Chief Safety Officer	SSD	OSHMS 360 Corp	Zoom	0	0	2

5	May 24-28, 2021	Webinar on Loss Control Management (LCM) with Hazard Identification, Risk Assessment and Control (HIRAC) attended by Mr. Jimmy L Chua and Ms. Genevieve Velasquez	40	SSD	Senior Safety Specialist	SSD	OSHMS 360 Corp	Zoom	0	0	2
6	May 28, 2021	Know Your Money (KYM) Webinars Series attended by Alejandro Ador, Anna Grace Baylon, Diana Colman, Geraldine Cruz, Honeylet Delos Reyes, Gherlie De Silva, Rosita Dominguez, Emma Gepitacio, Aldrin Llantino, Evelyn Mangune, Valerie Mendoza and Emmanuelle Olivan	3	Station Operations Division, Ticket Management and Sales Collection Division, Treasury Division	Station Teller, Cashier D	SOD, TMSCD	Bangko Sentral ng Pilipinas	Microsoft Teams	0	12	0
	Sub-total B		5						4	13	4
C. FOREIGN TRAVEL											
1	None								0	0	0
	Sub-total C		0						0	0	0

D. SCHOLARSHIP

1	September 25, 2020 to August 20, 2021	Korean Government Scholarship Program for Oversea Government Railway Staffs attended by Engr. Annthony Pantaleon and Atty. Nonie Laxinto	-	CAMT-IGMD, Legal Department	Principal Engineer B, Attorney III	CAMT-IGMD, Legal Department	Seoul National University of Science and Technology (Seoul Tech) and Ministry of Land, Infrastructure and Transportation (MOLIT), Republic of Korea	Korea	1	1	0
2	Prepared and Processed on May 17, 2021 (Duration Date: August 2021 to December 2022)	2021 Korea International Cooperation Agency (KOICA) Scholarship Programs		All Permanent LRTA Employees that will meet the requirements	-	-	KOICA	Korea	-	-	-
Sub-total D		1							1	1	0

E. RAILWAY COMPETENCY DEVELOPMENT TRAININGS

1	None										
Sub-total E		0							-	-	#REF!

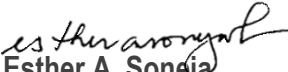
F. WEBINARS

1	May 5-6, 2021 / 4 pm	Transit Ticketing and fare Collection Europe 2021	-	Office of the DA for Operations and Engineering, Unified Project Management Office, PMO (L2EEP, L2WEP & L1SEP), Safety and Security Division, Operations Department, Fare Revenue Operations Group, Concession Management Group, Engineering Department	-	-	Global Mass Transit	Online			
	Sub-total F	6							0	0	0
G. OTHER ACTIVITIES											
1	None										
	Sub-total I	0	-						0	0	0
	Grand Total (A+B+C+D+E+F+G)	15							29	219	145

Prepared by:


Ira Ariana M. Jara
IRM Assistant B

Checked and Reviewed by:


Esther A. Soneja
Training Specialist IV

Approved by:


Divina J. Guison
Manager, HRMD