 Light Rail Transit Authority
 Administrative Department - Human Resources Management Division
 Training Section

MONTHLY REPORT ON LEARNING AND DEVELOPMENT PROGRAMS AND ACTIVITIES FACILITATED/CONDUCTED/SPONSORED/PROCESSED/ATTENDED BY LRTA
January 2026

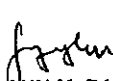

No.	Date	Title of Learning and Development Program / Activity	Description	No. of Training Hours	Participant(s)	Total No. of Participants	Subject Matter Expert / Learning and Development Institution / Training Provider	Venue
JANUARY								
1	January 9, 2026	Online Orientation on the Grant of Medical Allowance to LRTA Employees	The orientation aimed to inform all concerned LRTA employees of the approved Guidelines on the Grant of Medical Allowance, particularly focusing on the conditions and requirements necessary to be entitled to and granted the said benefit.	2	Representatives from all LRTA Offices / Departments / Divisions	99	Human Resource Management Division	Online via Zoom
2	January 13-14, 2026	Public Service Excellence Forum (PSEF) with the theme: " Public Service Reimagined: Building Bridges to a Future-Ready Government"	This forum was designed to encourage public servants to adopt innovation, take calculated risks, and drive continuous improvement in their organizations. The two-day forum included various sessions covering topics such as reimagining public service, citizen-centric design, and servant leadership. The event also included the awarding ceremonies for the 2025 Regional Honor Awards Program and the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME HRM) awardees.	16	Program on Rewards and Incentives for Service Excellence (PRAISE) Committee officers and members Mangampo, Leo A., OIC-Administrative Department Biscocho, Sherwin P., Department Manager A Soneja, Esther A., HRM Officer V Dela Torre, Plaridel N., Internal Auditor V Padua, Maria Cecilia M., Head Cashier Samson, Sophia S., Secretary A Climaco, Jocle Jose P., Storekeeper A	7	Civil Service Commission (CSC)	Clark, Pampanga

3	January 19-22, 2026	2026-1st Session Refresher Courses for TOD Personnel (Emergency Procedure in case of Earthquake, PSCP, ARTA)	This Refresher Course is being conducted for the development of the competency requirements of concerned LRTA employees related to ISO 9001:2015 Quality Management System (QMS) and also, to cascade ISO-related procedures, work instructions, guidelines and policies to all concerned LRTA employees.	4	Train Operations Division Personnel	89	Technical Resource Persons from TOD (Ongkingco, Rubb Louie S., Transport Operations Services Chief B Valdez, Carlos Jr., H., Train Driver A Robles, Leoval M., train Driver A Cayetano, Grace M., Train Driver)	TOD Conference Room, LRT Line 2, Antipolo Station
4	January 19- April 27, 2026	Fundamental Training (FT) Course (Fare and Ticketing Management) (Railways Maintenance Management)	The Fundamental Training (FT) Course conducted by the Philippine Railways Institute (PRI) is designed to provide participants with the essential knowledge and practical skills required for safe, efficient, and reliable railway operations. This program serves as the foundational step for individuals aspiring to work in the railway sector or currently involved in the operations and maintenance of railway.	FTM - 260hrs TGM - 281hrs	Fare and Ticketing Management 1. Avendaño, Ma. Angelica Joy N. Station Operations Division 2. Talisic, Roxanne B. 3. Pantanilla, Ed Jovee S. Ticket Management and Sales Collection Division 4. San Diego, Judy Marris R. Railway Maintenance Management 1. Lopez, John Aries M. Line 2 Rolling Stock and Interrelated Systems Division	4	Philippine Railways Institute	PRI Training Room, 6th Floor, The Columbia Tower, Brgy., Wack-Wack, Ortigas Avenue, Mandaluyong City
5	January 22, 2026	Information Session on Landbank Asenso Bonds	A information session on Landbank Asenso Bonds a peso-denominated, fixed-rate sustainability bonds designed to give investors a secure way to grow their funds while contributing to nation-building.	1	All LRTA Officials, Managers and Heads of Offices All Employees on Optional and Mandatory Retirement All Interested LRTA Employees	12	Landbank of the Philippines	Online via Zoom

6	January 23, 2026	Safety Orientation	In compliance with Section 2.0 General Safety and Health Program, specifically under Safety Training and Orientation of the LRTA Occupational Safety and Health (OSH) Manual, this activity aims to ensure adherence to LRTA Policies and promote continued safety awareness among LRTA employees and stakeholders while inside LRTA premises.	2	Newly Hired Personnel and On-the -Job Training Students from Romblon State University	43	Safety and Security Division Pagcaliwagan, Nixon F., Chief Safety Officer	Social Hall, LRTA Line 2 Depot, Santolan Pasig City
7	January 23, 2026	Orientation on Statement of Assets, Liabilities and Networth (SALN)	A online orientation highlighting the key features and updates in the new SALN policy. Give a clear, simple guide on how to properly fill out and submit the SALN—who should file, what to declare, when to file, and how to avoid common mistakes.	3	All Officials, Managers and Heads of Offices All Newly-Hired Permanent and Contractual Employees All Concerned / Interested Employees	90	Civil Service Institute (CSI) Civil Service Commission (CSC)	Online via Facebook Live
8	January 26, 2026	GSIS Pre-retirement Webinar	This orientation provides essential information on retirement procedures, benefits, and planning for the transition from government service.	3	All Officials, Managers and Heads of Offices All Employees on Optional and Mandatory Retirement All Concerned / Interested Employees	3	Government Service Insurance System (GSIS)	Online via Microsoft Teams
9	January 29-30, 2026	Training on Re-railing Equipment Operational Procedures	In compliance with the Authority's Public Service Continuity Plan (PSCP) Exercise and Testing Plan, this undertaking aims to strengthen the Authority's capability to sustain uninterrupted train services by ensuring the competence of all officers and personnel involved in the rapid, safe, and effective re-railment of trains and other rail-borne vehicles.	12	Engineering Department, Maintenance Transition Team , Operations Department (TCD and TOD), Safety and Security Division	39	Technical Resource Persons from Maintenance Transition Team (MTT) Mr. Romeo Almonte Jr., Supervisor, Motorpool Mr. Juliano R. Olivares, Supervisor, Rolling Stock - HMS Mr. Eric G. Perez - Rolling Stock - HMS	PRTC Room and Stabling Area, Line 2 Depot, Santolan Pasig City

10	January 30, 2026	Online Training on 2025 Rules on Administrative Cases in the Civil Service (RACCS)	Online training for the 2025 Rules on Administrative Cases in the Civil Service (RACCS) covers updated procedures for handling administrative cases in the Philippine public sector, effective August 4, 2025. Key topics include updated disciplinary rules, sexual harassment cases, and virtual hearings	8	All LRTA Officials, Managers and Heads of Offices Administrative Disciplinary Committee, Legal Department, Administrative Department-Human Resource Management Division, All Concerned/Interested LRTA Employees	33	Civil Service Institute (CSI) Civil Service Commission (CSC)	Online via Facebook Live
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Prepared by:

 
 JOYCE ANN M. PAMPLONA / OLIVER E. RAMOS
 Training Specialist I

Checked and Reviewed by:


 SUSAN V. ROBOSA
 Training Specialist III

Approved by:


 ESTHER A. SONEJA
 Manager, Human Resource Management Division