

# Transco

## Performance-Enhancing Mechanisms for Employee Participation

Training Programs and Activities Conducted



# Training Programs Conducted

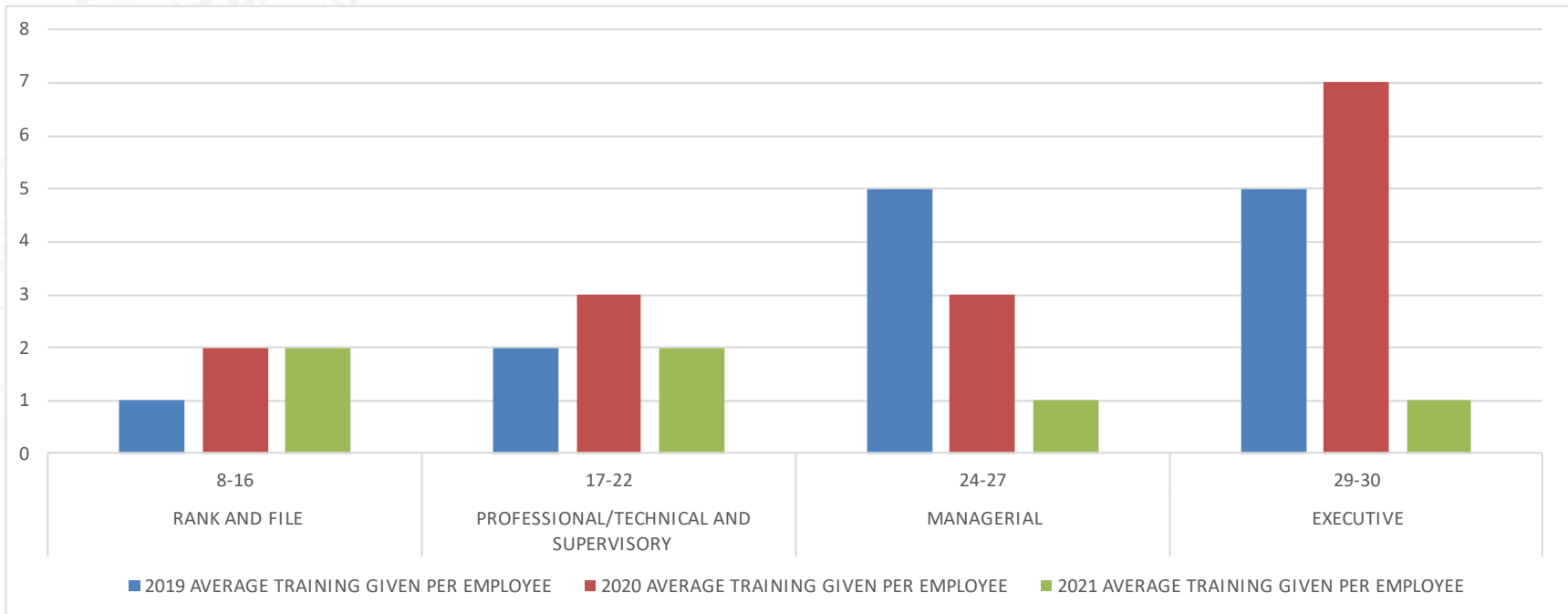
EMPLOYEE GROUPING	SALARY GRADE	NUMBER OF TRAININGS CONDUCTED		
		CY 2019	CY 2020	CY 2021
RANK AND FILE	8-16	122	22	42
PROFESSIONAL/TECHNICAL AND SUPERVISORY	17-22	251	34	58
MANAGERIAL	24-27	172	31	43
EXECUTIVE	29-30	23	11	5





# Average Training Programs Given Per Employee

EMPLOYEE GROUPING	SALARY GRADE	2019	2020	2021
		AVERAGE TRAINING GIVEN PER EMPLOYEE	AVERAGE TRAINING GIVEN PER EMPLOYEE	AVERAGE TRAINING GIVEN PER EMPLOYEE
RANK AND FILE	8-16	1	2	2
PROFESSIONAL/TECHNICAL AND SUPERVISORY	17-22	2	3	2
MANAGERIAL	24-27	5	3	1
EXECUTIVE	29-30	5	7	1



# 2021 Training Summary

## 2021 TRAININGS CONDUCTED IN-HOUSE AND EXTERNAL PROGRAMS

No.	QUARTER	Training Course	Date/s	Number of Participants
1	1ST	53rd Pre-Judicature Program	February 22 - March 5, 2021	3
2		Calculating Value Added Tax	February 24, 2021	2
3		Mastering Withholding Tax	February 20, 2021	2
4		Mandatory Continuing Legal Education (MCLE)	March 6, 13, 20, 27, 2021	1
5		Guiding Principles on the Management of Government Funds and Properties	March 9-11, 2021	7
6		Bridging the Gap Between IT and OT Systems	March 17, 2021	14
7		Data Storytelling	March 25-26, 2021	2
8		Performance Management for Prime HRM Level 2	March 9, 11, 16, 18, 23, 25, 30, 2021	2
9		Recruitment, Selection, and Placement for Prime HRM Level 2	March 15, 17, 19, 22, 24, 26, 29, 2021	2
10		HAPUA WG5 Webinar: Risk Based Assessment of Distribution System	March 23, 2021	2
11		HAPUA Internal Auditors Webinar	March 25, 2021	41
12		HAPUA WG5 Webinar: Crisis Mangement: Sharing of Experince/Initiatves of the Covid19 Pandemic	March 31, 2021	45
13		Gender Fair Communication	March 11-12, 2021	123
14		GAD Legal Mandates	March 18-19, 2021	
15		Gender Sensitivity Orientation	March 25-26, 2021	
16		Anti-Sexual Harrassment and Safe Spaces Act	March 17, 18 & 19, 2021	79
17		Men Opposed to Violence Against Women (VAW) Everywhere (M.O.V.E) and Induction of Officers of M.o.V.E Philippines - TransCo Chapter	March 29, 2021	27

# 2021 Training Summary

## 2021 TRAININGS CONDUCTED IN-HOUSE AND EXTERNAL PROGRAMS

No.	QUARTER	Training Course	Date/s	Number of Participants
18	2ND	5 Day Training on Modern Power System (Integration of Renewables and Smart Grid) And Digital Utility	April 5-9, 2020	2
19		Training Course on Cash Management and its Internal Control System	April 6-8, 2021	1
20		Training Course on Guiding Principles on the Management of Government Funds and Properties	April 21-23, 2021	1
21		Training Course on Formulating Values Policy Guidelines	May 6, 12, 19, & 24, 2021	5
22		Training Course on How to Read Financial Statement with Tax Perspective: Sharing Some of the Industry Best Experiences and Practices	April 8, 2021	9
23		Training Course on Alerts on Common BIR Tax Findings & Exposures after Filing your BIR Form 1702	April 28, 2021	7
24		Training Course on Loss Control Management	May 3-7, 2021	1
25		Training Course on Industrial Hygiene	May 10-11, 2021	1
26		Basic Training for New Managers	May 10, 2021	60
27		Introduction to Regulatory Impact Assessment	May 7, 2021	48
28		Training Course on Agile Leadership: Leading Amidst Disruptions and VUCA	May 19, 20, 26, & 27, 2021	2
29		Training Course on TAX and Accounting Reconciliation	May 21, 2021	14
30		Training Course on ISO 9001:2015 Quality Management Systems Foundation	May 25, 2021	27
31		Workshop on Appraisal and Disposal of Government Properties	May 20-21, 2021	20
32		Training Course on Business Intelligence and Analytics Foundation	June 7-8, 2021	2
33		Microsoft 365 Users Training	May 27-28, 2021	77
34		Training Course on Performance Management for PRIME HR LEVEL 2	June 8, 11, 15, 18, 22, 24 & 29, 2021	5
35		Disposal of Government Properties and its Accounting Treatment	June 3-4, 2021	12
36		Online Orientation and Technical Assistance on Updating Records Disposition Schedule	June 7, 2021 and June 8 & 11, 2021	18
37		Training Course on Leading Teams	June 3, 4 & 5, 2021	38
38		Training Course on Managing Human Resources	June 16-17, 2021	17
39		Training Course on How to Emcee a Corporate Event	June 30, 2021	1
40		Training Course on Leave Administration Course for Effectiveness	June 16-17, 2021	1
41		GACPA 42nd Annual Convention	June 24-25, 2021	19
42		Training Course on Sales Negotiation	June 25, 2021	35
43		10th Seminar on Consultations in Regulatory Impact Assessment	June 25, 2021	7

# 2021 Training Summary

## 2021 TRAININGS CONDUCTED IN-HOUSE AND EXTERNAL PROGRAMS

No.	QUARTER	Training Course	Date/s	Number of Participants
44	3RD	Mandatory Continuing Legal Education (MCLE)	July 3, 10, 17, 24, and 31, 2021	1
45		Training Course on Project Management Skills	July 6, 7, 13, & 14, 2021	2
46		Training Course on Learning and Development Process for PRIME HRM Level 2	July 6, 9, 13, 16, 20, and 23, 2021	3
47		Forum on System Operation (SO) Experiences	July 15, 2021	12
48		Training Course on Mandatory Basic Occupational Safety and Health for Safety Officer 1	July 21-22, 2021	7
49		Training Course on What Effective Boards Focus on Above Everything Else	July 23, 2021	1
50		HAPUA WG5 Webinar: Digital Transformation Journey	July 29, 2021	5
51		Training Course on Auditing ISO 9001:2015 Quality Management Systems	August 9, 10, 11, and 13, 2021	14
52		HAPUA WG5 Webinar: Issues and Challenges in Distribution Network Engineering	August 10, 2021	1
53		Training Course on Knowledge Management in the Public Sector	August 11, 12 & 13, 2021	5
54		Public Sector HR Symposium	September 15,16 & 17, 2021	3
55		Training Course on Control of Documented Information	August 24-25, 2021	27
56		Training Course on PhilGEPS Buyers	September 15-17, 2021	10
57		HAPUA WG5 Webinar: Forum on Flexible Working Arrangement	September 10, 2021	4
58		HAPUA WG5 Webinar: Drive Your Assets Performance to the Next Level	September 9, 2021	45
59	Training Course on Logistics:The Management of Flow	September 21, 22, 28, and 29, 2021	1	

# 2021 Training Summary

## 2021 TRAININGS CONDUCTED IN-HOUSE AND EXTERNAL PROGRAMS

No.	QUARTER	Training Course	Date/s	Number of Participants
60	4TH	Association of Government Internal Auditors' Virtual Annual National Convention Cum Seminar	October 7-8, 2021	8
61		Webinar on Volunteerism among Senior Citizens/Older Adults	October 15, 2021	12
62		Training Course on Differences Between Tax and Accounting Rules	October 30, 2021	1
63		Training Course on Expanded Withholding Tax (EWT) Compliance 101: Understanding the Concepts	October 30, 2021	1
64		HAPUA WG5 Webinar on Asset Replacement for Distribution Network Primary Equipment	October 22, 2021	7
65		Webinar on Future of the Grid: Embracing Disruption & Driving a Sustainable Future	October 29, 2021	14
66		End-User Training for IP-Telephone	October 29, 2021	53
67		Conference of the Electricity Power Supply Industry (CEPSI) 2021	November 4, 11, 18 & 25, 2021	87
68		Webinar on Cloudsec 2021: Gear Up for 3 days of the Best in Cloud & Cybersecurity	November 16,17 & 18, 2021	4
69		Webinar on 8 <sup>th</sup> Digital transformation Asia 2021: Virtual Strategy Meeting in the Philippines	November 10-11, 2021	7
70		Webinar on Decode 2021: Its time to decide	November 10-11, 2021	2
71		Webinar Series on Future Thinking for Enhancing Public Sector Productivity	November 8-9, 2021	3
72		Training Course on Digital Strategies for Educators in Distance Learning	November 18, 2021	2
73		Training Course on Interactive Techniques and Learning Tools for Educators	December 02, 2021	2
74		Webinar on Gender Sensitivity in the Classroom	November 20-21, 2021	2
75		Attendance in the IIEE's 46 <sup>th</sup> Virtual Annual National Convention	November 22, 23, 24, 25, 26 & 27, 2021	25
76		Attendance on GAD Orientation and Overview on Violence Against Women	December 06, 2021	29



# 2021 Training Summary

## NATIONAL TRANSMISSION CORPORATION

### SUMMARY OF TRAININGS 1ST TO 4TH QUARTER OF 2021

Total Number of Trainings Provided	Number of Leadership Trainings	Number of Core Function Trainings	Number of Technical Trainings	Total No. of Participants	Total No. of Personnel who were given at least One (1) Training program	Percentage of personnel who were given training as of 4th quarter
77	10	21	46	1182	301	79%



# Trainings/Workshops







July 6 (Tue)	July 9 (Fri)	July 13 (Tue)	July 16 (Fri)	July 20 (Tue)	July 23 (Fri)
<b>Module 0</b> Intro to L&D for PRIME HRM Level 2 Learning Course	<b>Module 2</b> Governance Pillar	<b>Module 3A</b> L&D Planning	<b>Module 3B</b> Monitoring and Evaluation	<b>Module 4A</b> Design and Development	<b>Module 4B, 5 &amp; 6</b> Delivery and LSP Management  Customizing and Administering the Agency L&D Plan
<b>Module 1</b> The Value of "Process Defined" L&D System					
<b>Output</b> Advantages of Process Defined L&D	<b>Outputs</b> ✓ Opportunities for improvement ✓ EOP Guideline relative to L&D	<b>Outputs</b> ✓ Opportunities for improvement ✓ Insights on L&D Plan Elements ✓ Guidelines in customizing L&D planning	<b>Outputs</b> ✓ Opportunities for improvement ✓ Insights on M&E Plan Elements ✓ Guidelines in customizing M&E plan	<b>Outputs</b> ✓ Opportunities for improvement ✓ Insights on Design and Development ✓ Guidelines in customizing D&D	<b>Outputs</b> ✓ Opportunities for improvement ✓ Insights on Delivery and LSP Mgt. ✓ Draft Customized L&D Policy/L&D Administration Plan
<b>Submission Due Date</b> July 8, 5 PM	July 12, 5 PM	July 15, 5 PM	July 19, 5 PM	July 22, 5 PM	July 30, 5 PM



ISO 9001 Quality Management System

- B** 1. Ethical
- F** 2. Open-minded
- K** 3. Diplomatic
- D** 4. Observant
- I** 5. Perceptive
- L** 6. Versatile
- G** 7. Tenacious
- C** 8. Decisive
- H** 9. Self-reliant
- M** 10. Fortitude
- A** 11. Open to improvement
- E** 12. Culturally sensitive
- J** 13. Collaborative

- a. willing to learn from situations
- b. fair, truthful, sincere, honest and discreet
- c. able to reach timely conclusions based on logical reasoning and analysis
- d. actively observing physical surroundings and activities
- e. observant and respectful to the culture of the auditee
- f. willing to consider alternative ideas or points of view
- g. persistent and focused on achieving objectives
- h. able to act and function independently while interacting effectively with others
- i. aware of and able to understand situations effectively interacting with others, including audit team members and the auditee's personnel
- k. tactful in dealing with individuals
- l. able to readily adapt to different situations
- m. able to act responsibly and ethically, even though these actions may not always be popular and may sometimes result in disagreement or confrontation

