



**METROPOLITAN NAGA WATER DISTRICT**

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**FORMS**

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**ANNUAL TRAINING PLAN & BUDGET**

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Human Resource Division  
Manpower Planning, Recruitment, Training & Development Section

**TRAINING ACTIVITY PLAN 2017**

TARGET MONTH	TRAINING/SESSION/ACTIVITY	TARGET PARTICIPANTS	OBJECTIVES	NOMINATED FACILITATOR/ RESOURCE PERSON/SERVICE LEARNING PROVIDER	RESOURCES NEEDED
August 2017	Peak Performers in the Public Sector ( 11 Day Seminar)	MNWD Employees	Use learned principles and approaches to foster high performance in the workplace. With the Strategic Performance Management System (SPMS) in place, all civil servants are expected to achieve individual and agency's goals and objectives.	Service Learning Provider from Civil Service Commission RO 5	Venue: MNWD Multi-Purpose Hall Materials needed: LCD Projector, Laptop, Sound System, Training Kits, Hand-outs and other materials needed per required by the facilitator. Estimate Budgetary Requirement: Php. 30,000.00
September 2017	UNIONS AS PARTNERS IN GOOD GOVERNANCE ( 1 Day Seminar)	MNWD UNION Members	Understand what unionism is and its role in governance by boosting productivity and morale of its member. This will also capacitate union officers in the performance of duties	Service Learning Provider from Civil Service Commission RO 5	Venue: MNWD Multi-Purpose Hall Materials needed: LCD Projector, Laptop, Sound System, and other materials needed per required by the facilitator. Estimate Budgetary Requirement: Php. 30,000.00
October 2017	Safe Driving & Safety Attitude Program for Drivers (2 Day Seminar-Workshop)	MNWD Drivers	Practice safety procedures and attitude using the basic competencies in driving.	Resource Person from Technical Education and Skills Development Authority (TESDA)	Venue: MNWD Multi-Purpose Hall Materials needed: LCD Projector, Laptop, Sound System, and other materials needed per required by the facilitator. Estimate Budgetary Requirement: Php.45,000.00