



Sugar Regulatory Administration  
 General Administrative Division- Human Resource Section  
**TRAINING PLAN FOR JANUARY - JUNE 2016**

**PLN-AFD-004**

Revision No. 1  
 Effectivity Date: February 15, 2016

NAME OF TRAINING	TARGET PARTICIPANTS	TO BE CONDUCTED BY	VENUE	MONTHS						DATE	REMARKS	
				1	2	3	4	5	6			
THE PHILIPPINE BUDGETING SYSTEM	F. GABALONZO	Associaton of Government Internal Auditors, INC	Malate, Manila		3 days						Feb. 3-5, 2016	
GOVERNMENT PROCUREMENT REFORM ACT (RA 9184) AND ITS REVISED IRR AND UPDATES	A. GODES	Associaton of Government Internal Auditors, INC	Malate, Manila		3 days						Feb. 17-19, 2016	
INTERNAL CONTROL SYSTEM FOR PROPERTY AND SUPPLY MANAGEMENT (Appraisal and Disposal)	E. YANSON	Associaton of Government Internal Auditors, INC	Malate, Manila			3 days					March 2-4, 2016	
INDUSTRIAL CALIBRATION	E. MANALO R. MARMOL	METALS INDUSTRY RESEARCH & DEVELOPMENT CENTER	Taguig City			3 days					March 3-4, 2016	

SUGAR REGULATORY ADMINISTRATION  
 DEPARTMENT OF AGRICULTURE  
**UNCONTROLLED**

Purpose: REFERENCE  
 FOR COMPLIANCE OF SRA TO  
 GCG REQUIREMENTS  
 2-3/3/16  
 16-03-001



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BASIC ACCOUNTING AND INTERNAL CONTROL FOR NON-ACCOUNTANTS	H. MARIANO G. POSTRADO	Associaton of Government Internal Auditors, INC	Malate, Manila			3 days				March 9-11, 2016	
Computer Literacy and Advanced Computer Training	(see attached list)	MANAGEMENT INFORMATION SYSTEM (MIS)	SRA Q.C			1 day				March 2016	
QUALITY ASSURANCE IN CHEMICAL ANALYSIS	J. FLORES	UP NATURAL SCIENCES RESEARCH INSTITUTE	UP DILIMAN QC				3 days			April 27-29, 2016	
ENHANCED TRAINING ON APPOINTMENT PREPARATION (ETAP)	G. QUEJADA A. FLORES	CSC NCR	Kaliraya, Q.C.					2 days		May 26-27, 2016	

SUGAR REGULATORY ADMINISTRATION  
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 Purpose: REFERENCE  
 FOR SRA COMPLIANCE TO GCG REPT. 16-03-001

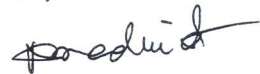



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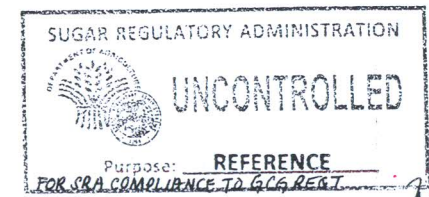
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WRITTEN AND ORAL COMMUNICATION SKILLS										June 2016	

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DATE: FEB 10 2016



2-3/3/16  
 16-03-001