



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

OCT 05 2020

FOR/TO : All Undersecretaries and Assistant Secretaries
All Heads of Offices, Central Office
All Regional Executives Directors
All Bureau Directors
All Heads of Attached Agencies

FROM : The OIC, Assistant Secretary
Administration and Human Resources

SUBJECT : **PERSONNEL OFFICERS ASSOCIATION OF THE PHILIPPINES (POAP), INC., VIRTUAL TRAINING PROGRAMS FOR 2020 ACCREDITED BY THE CIVIL SERVICE COMMISSION (CSC)**

This pertains to the letter, dated 01 September 2020, of Ms. Loreta G. Ayson, President of the Personnel Officers Association of the Philippines (POAP), Inc., inviting DENR to their 2020 virtual learning programs accredited by the Civil Service Commission. The following are the training schedules:

	PROGRAM	DATE
1	Employee Skill Enhancement: A Supervisory Development Seminar	October 28 - 30
2	Conflict and Stress Management	November 11 - 13
3	45th Annual National Conference: (Theme: HR Strategic Response Towards Covid-19 Across Borders)	December 2 - 4

A registration fee of Three Thousand Pesos (PhP3,000.00) per program shall be payable to POAP, chargeable against the respective office funds, subject to availability of funds and the usual accounting and auditing rules and regulations.

Qualified participants may submit their registration form via this link www.poap.org.ph provided that they are duly endorsed by their respective supervisors to the Training and Development Division, HRDS, **one (1) week** before the scheduled training for the preparation of the necessary Special Order.

For your information and appropriate action.


RUTH M. TAWANTAWAN, CESO II



PERSONNEL OFFICERS ASSOCIATION OF THE PHILIPPINES, INC.
A Civil Service Commission (CSC)-Accredited Learning and Development Institution
No. 9 Biscayne Street South Fairview, Brgy. Fairview Park, Quezon City 1118
<poap_org@yahoo.com>(02)373-0817;t/f (02)373-3468
CP Nos. Smart (0949-8892016) and Globe (0917-8614273)
Website: www.poap.org.ph

September 1, 2020

MR. ROY A. CIMATU

Secretary
Department of Environment and Natural Resources
Quezon City

Attn: Human Resource Mgt. Officer

Dear Secretary Cimatu:

Greetings from the Personnel Officers Association of the Philippines (POAP), Inc., an organization duly accredited and recognized by the Civil Service Commission (CSC) as a Learning and Development (L & D) service provider.

The serious concern over the COVID-19 pandemic is forcing us on a "new normal," with government implementing measures limiting movement and transportation as well as face-to-face interaction to enforce community quarantine protocols. It is, thus, our social responsibility to adhere to these limitations and practice measures, such as but not limited to, work from home, social distancing and implementation of virtual trainings/blended learning.

In line with this, we, in POAP, are adapting to the "new normal" – particularly in conducting our L & D interventions.

Hence, POAP's decision to shift the conduct of its regular training programs to virtual training programs to attain its vision to be the Center of Excellence in developing and strengthening the capabilities of human resources.

The virtual training programs, we will implement, would definitely help our government officials and employees cope with the new work situations under the "new normal" environment as we expect such online trainings to capacitate them with knowledge and skills competencies, motivation and job satisfaction.

Likewise, such training programs would enable government workers, who need to meet the training requirements to be eligible for promotion in compliance with the Civil Service Commission Qualification Standards for positions in the bureaucracy.

It may also interest you to know that POAP is into partnership with the Lyceum of the Philippines University (LPU) to accommodate government employees who have not completed Bachelor's Degree or would like to pursue graduate studies in Master's and

Doctorate Degrees. The POAP trainings earned within the year of enrollment may be considered for purposes of evaluating one's credentials.

We also consider these virtual training programs to be in keeping with the Office of the President's directive to institute measures in all areas of the government and the private sector to adapt to the Information and Communications Technology (ICT) strategy through the use of different platforms, programs or multimedia applications in reaching out to all levels of society.

Consistent with this, we have launched our training offerings at the First POAP Virtual Training Conference held on July 17, 2020 on the theme, "Agility and Resilience in Public Service Amidst COVID-19 Pandemic."

Attached is the POAP Virtual Training Calendar from August to December 2020. Please nominate and authorize your officials and employees to participate in any or all of our training programs. It would greatly honor us if you could join them as well.

The training fee of Three Thousand Pesos (P3,000.00), inclusive of tax, will cover the following:

- Certificate of Completion (24 Training Hours)
- Certificate of Appearance
- Soft Copy of the Presentation/Lectures

Payment of fees may be made through inter-branch deposit at a local LandBank of the Philippines (POAP-LBP Savings Acct. No.(0231-1743-03) or Philippine National Bank (POAP-PNB Savings Acct. No. (105270004904) and email the deposit slip, for reference.

We can be reached at the following numbers: (02)373-0817; (02)373-3468; SMS (TEXT MESSAGE) at 0949-8892016 (SMART) or 0917-8614273 (GLOBE) and preferably, at e-mail address: poap_org@yahoo.com. You could also visit our website: www.poap.org.ph for online registration.

Thank you very much.

Very truly yours,


LORET G. AYSON, CESO I
President

2020 POAP VIRTUAL TRAINING CALENDAR

SEMINAR		DATE
1	Sustaining Quality Management During Crisis	August 26 - 28
2	Managing Workplace Attitude	September 23 - 25
3	Employee Skill Enhancement: A Supervisory Development Seminar	October 28 - 30
4	Conflict and Stress Management	November 11 - 13
5	45th Annual National Conference: (Theme: HR Strategic Response Towards Covid-19 Across Borders)	December 2 - 4