



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
Manila 1099

CUSTOMS TRAINING CIRCULAR

April 28, 2016

NO. CTC-07-2016

TO : All Customs Officials and Employees
OCOM, POM, MICP, NAIA

SUBJECT : CSC-CSI Learning and Development Program for 2016

- 1.0 The Civil Service Institute (CSI), the research and training hub of the Civil Service Commission (CSC), recently released the training schedule for the year 2016. The CSI offers high impact competency-based training and value-driven courses for civil servants. Among these are courses which aim to build and strengthen the competencies of HR practitioners towards public service excellence.
- 2.0 The Leadership Development Programs for the months of June, July, August, September, October, and November of 2016 are as follows:

Training Programs	Schedule	Training Fees (Per Schedule)
Ethical Leadership	July 26-28	Php 6,500
	October 25-27	
Mentoring and Coaching for Leaders	June 8-9	Php 5,000
	August 24-25	
	November 23-24	
SPMS for Leaders	September 7-8	Php 5,000
	December 6-7	
Succession Planning for Leaders	June 28-29	Php 5,000
Knowledge Management for Leaders	August 17-18	Php 5,000
4Cs of Change Management for Leaders	September 22-23	Php 5,000

CSI Leadership Series Theme: The Leader in a Learning Organization	June 15	Php 5,000
CSI Leadership Series Theme: Risk Management and Leadership	September 21	Php 5,000
CSI Leadership Series Theme: Good Governance	November 16	Php 5,000

3.0 The Human Resource Management (HRM) Professional Development Program for the months of June, July, August, September, October, and November of 2016 are as follows:

Training Programs	Schedule	Training Fees (Per Schedule)
Leadership and Development Courses		
Program/Course Design and Development	June 16-17	Php 5,000
Program/Course Delivery and Administration	July 21-22	Php 5,000
Learning Facilitation	October 27-28	Php 5,000
Human Resource Courses		
Strategic HR	July 6-8	Php 6,500
	September 6-8	
Recruitment, Selection and Placement System	July 13-15	Php 6,500
	September 13-15	
Strategic Performance Management System	July 28-29	Php 5,000
	October 6-7	
Workplace Learning and Development Program	August 17-19	Php 6,500
Competency Based HR	June 9-10	Php 5,000
	October 13-14	
4Cs of Change Management	August 3-5	Php 6,500
	November 9-11	

Mentoring and Coaching Program	August 11-12	Php 5,000
	November 17-18	
Career Development and Succession Management Programs	August 24-16	Php 6,500
	October 19-21	

- 4.0 The Foundation Programs for the months of June, July, August, September, October, and November of 2016 are as follows:

Training Programs	Schedule	Training Fees (Per Schedule)
Gender Sensitivity Training of facilitators	August 2-5	Php10,000
Gender Mainstreaming in HR	September 27-29	Php 6,500

- 5.0 Interested applicants are advised to register online at the Event Calendar of the Civil Service Commission through website <http://csi.csc.gov.ph/training-calendar/> and submit to ITDD office a duly accomplished CSC Registration Form for CPO Preparation. For any clarification, kindly get in touch with the Interim Training and Development Division (ITDD), Faculty Room, Customs Capacity Bldg. Center, 4th floor, Port Area Manila at tel. no. (02) 527-19-30.

- 6.0 Thank you.

By Authority of the OIC,
Internal Administration Group:



LILIBETH C. BONIFACIO

Supervising Administrative Officer
Interim Training and Development Division

