



Certificate No. CIP
/5305/20/03/1123

BAGUIO WATER DISTRICT

"Serving Mankind is Serving God"



2024 TRAINING CALENDAR

Regional Training Center Coordinated Training Programs

Training Title	Schedule	Number of Participants	Number of Hours	Rationale/Objective
1. LWUA RTC 2023 Year-End Conference and Continuing Trainers' Training	January 11-12, 2024	30	16	The LWUA RTC 2023 Year-End Conference serves as a venue for various Regional Training Centers to discuss matters and concerns pertaining to RTC activities in coordination with the LWUA Training Division.
2. Basic Policy Makers Training	March 5-7, 2024	50	20	The Basic Policy Makers Training is designed for the Board of Directors and General Managers to aid them in meeting the standards and criteria established by the LWUA in the operation and management of local water districts. The course is intended to equip the Board of Directors and General Managers with knowledge, attitude and skills to aid them in their functions with competence, confidence and passion for the good of the public.
3. Training on Leak Detection Techniques	April 23-25, 2024	50	20	The Training on Leak Detection Techniques is designed to equip the plumbers with the knowledge and skills to effectively and efficiently perform leak detection procedures, prepare leak detection reports and enhance their knowledge in reducing non-revenue water by identifying causes of water losses, and measures on how to prevent and address the same.
4. Basic Geographic Information System (GIS) Training	May 8-9, 2024	25	16	The Basic GIS Training discusses GIS techniques and their application in the water system and/or operations. The training will likewise provide the participants a practical application, execution and experience in using open-source GIS software.
5. Water Resources Facilities Operators' Training	June 5-6, 2024	60	24	The Water Resources Facilities Operators' Training is designed to develop the knowledge and skills of facilities operators to efficiently and effectively operate, maintain



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				and control a water production and distribution system with topics such as math for operators, components and features of production, and work safety practices.
6. Dynamic Front Liners as Leaders Training	September 25-26, 2024	70	16	This training will enable the frontliners of local water districts to develop leadership skills with the goal of influencing a positive organizational success. Their individual achievement and success redound to achieving a proactive agency associated with value-driven and recalibrated commitment.
7. Training on Republic Act No. 9184 (Government Procurement Reform Act)	October 23 - 24, 2024	70	20	The Training on Republic Act No. 9184, otherwise known as the Government Procurement Reform Act, will enhance the capability of the members of the Bids and Awards Committee, Technical Working Group and other employees involved in procurement processes to ensure transparency, accountability, and economy in goods, services and projects.



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B. In-House Training Programs

Seminar	Schedule	Budget	Number of Participants	Rationale/Objective
1. Road Safety Seminar	February 22, 2024	Php45,000	50	This seminar is to protect all road users from injury, death and/or damage to properties by being aware of, and properly observing pertinent traffic and road safety rules and regulations in relation to the use of motor vehicles and issuance of motor vehicle clearances.
2. Supervisory Control and Data Acquisition (SCADA) Training	March 14, 2024	Php50,000	30	The SCADA Training is to equip employees with the knowledge and skills in controlling, monitoring, and analyzing the operations, and enabling remote and on-site gathering of data through a system consisting of both software and hardware components.
3. ISO QMS 9001:2015 Awareness Training	April 2, 2024	Php50,000	50	The ISO QMS Awareness Training is to demonstrate the ability to consistently provide products and services that meet customer and regulatory requirements through organization and continual improvement of the efficiency of processes.
4. GSIS Pre-Retirement Seminar	May 23, 2024	Php50,000	20	This seminar is designed for the employees who are of retirement age with the main objective of planning the transition from work to retirement, understanding various administrative formalities related to retirement, and preparing the day-to-day life after leaving their workplace.
5. Public Sector Unionism	July 25, 2024	Php55,000	50	The Public Sector Unionism Seminar aims to raise awareness on how a public sector union in partnership with the management can work to achieve an improved public service delivery. This is also to empower the union and imbibe among the members the value of collaborating with the management as the crucial component in providing quality public service.



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Seminar	Schedule	Budget	Number of Participants	Rationale/Objective
6. Performance Enhancement Training (Team Building)	Every Thursday of November 2024 (4 batches)	Php300,000/batch	250	The Performance Enhancement Training aims to continuously establish a healthy working environment while promoting harmonious relationship, enhancing employees' morale and productivity; and contributing to the attainment of a responsible public service in line with the BWD Health, Wellness and Recreation Plan.



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The 2024 Training Calendar/Plan is designed and established in coordination with the Manpower Development Committee to address the identified competency gaps and needs of employees.

The Baguio Water District, in coordination with the Manpower Development Committee, shall ensure that equal opportunities are provided in the nomination and selection of employees, and acceptance of participants from other local water districts to participate in the listed training programs. Likewise, age, sex, restrictions/disabilities, sexual orientation and gender identity, religion, civil status, and regional background shall be taken into consideration in the selection of learning aide, venue, menu and learning provider.

Learning methodologies shall include lecture, discussion, developmental game, film showing, simulation, workshop, and facility visit whenever applicable. The budget for each training program shall come from the BWD Training and RTC Accounts.

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