

## 2019 TRAINING AND DEVELOPMENT PROGRAMS FOR EMPLOYEES

LEARNING TITLE	PROVIDER	DATE
Bookkeeping and Basic Accounting for Non-Accountants	Business Coach, Inc.	January October
Employee Benefits Asia 2019	Learning Curve Inc.	May
Professionalizing Your Management and Board of Directors	Philippine Chamber of Commerce and Industry, Inc.	November
Corporate Governance Orientation Program	Institute of Corporate Directors	July
Tariffs, Tariff Classification, International Trade and Trade Remedies	Tariff Commission Employees Association	June
Distinguished Corporate Governance Speaker Series: Culture & Governance	Institute of Corporate Directors	June
How to Hire and Retain Your Best Employees How to Deal with Unacceptable Employee Behaviour	Ariva Academy Philippines inc.	July
Basic Occupational Health and Safety	Cheers Corporation	August
WomenBiz PH 2019	Women's Business Council Philippines Inc.	August
Mental Health in the Workplace	STI College Munoz	September
First Aider Training	Philippine Red Cross	October
Basic Occupational and Safety Training for Safety Officer 1	Occupational Safety and Health Center	October November
Basic Occupational and Safety Training for Safety Officer 2	Cheers Corporation	November
Training for Executive Assistants	Business Coach, Inc.	October
How to Compute for Wages, Salaries and Benefits	Business Coach, Inc.	October
Purchasing Management	Business Coach, Inc.	November
Value Added Tax and Other Percentage Tax	Business Coach, Inc.	November
Expanded Withholding Tax and Final Withholding Tax	Business Coach, Inc.	November
Public Corporate Governance	SGV & Co.	December
Distinguished Corporate Governance Speaker Series: Training for Directors	Institute of Corporate Directors	November