



Republic of the Philippines  
**APO PRODUCTION UNIT, INC.**  
2/F PIA Building, Visayas Avenue, Brgy. VASRA, Quezon City,  
Metro Manila, Philippines 1128



## **TRAINING MONITORING RECORD (2021)**

<b>DATE OF TRAINING</b>	<b>COURSE/ TRAINING TITLE</b>	<b>NAME OF ATTENDEE/S</b>	<b>DIVISION</b>	<b>DEPARTMENT</b>	<b>TRAINING/ COURSE PROVIDER</b>	<b>TRAINING VENUE</b>	<b>MODE OF TRAINING (FACE-TO-FACE; ONLINE)</b>
February 3, 2021	NSE 1 Network Security Associate	John Paulo Quijano	MIS	IT	Fortinet NSE Institute	APO Production Unit	Via Zoom
February 3, 2021	NSE 1 Network Security Associate	Hentjie Quinto	MIS	IT	Fortinet NSE Institute	APO Production Unit	Via Zoom
February 3, 2021	NSE 2 Network Security Associate	Hentjie Quinto	MIS	IT	Fortinet NSE Institute	APO Production Unit	Via Zoom
February 3, 2021	NSE 1 Network Security Associate	Jose Andrew Datu	MIS	IT	Fortinet NSE Institute	APO Production Unit	Via Zoom
February 4, 2021	NSE 2 Network Security Associate	Jose Andrew Datu	MIS	IT	Fortinet NSE Institute	APO Production Unit	Via Zoom



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February 9-10, 2021	Gender Sensitivity Orientation Webinar	Arlene D. Zoleta	HR and Admin Services	HRAD	President, FOR A Communications	APO Production Unit	Via Zoom
February 9-10, 2021	Gender Sensitivity Orientation Webinar	Belinda Z. Borla	HR and Admin Services	HRAD	President, FOR A Communications	APO Production Unit	Via Zoom
February 9-10, 2021	Gender Sensitivity Orientation Webinar	Joseph Vincent B. Peña	HR and Admin Services	HRAD	President, FOR A Communications	APO Production Unit	Via Zoom
February 9-10, 2021	Gender Sensitivity Orientation Webinar	Ma. Theresa S. Ronquillo	HR and Admin Services	HRAD	President, FOR A Communications	APO Production Unit	Via Zoom
February 14, 2021	NSE Network Security Associate	John Paulo Quijano	MIS	IT	Fortinet NSE Institute		



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February 15, 2021	Handling Grievance, Discipline, Termination and Dismissal	Joseph Vincent B. Peña	HR and Admin Services	HRAD	Director, Business Coach Inc.	APO Production Unit	Via Zoom
February 15, 2021	Handling Grievance, Discipline, Termination and Dismissal	Ma. Theresa S. Ronquillo	HR and Admin Services	HRAD	Director, Business Coach Inc.	APO Production Unit	Via Zoom
February 23-24, 2021	GAD Legal Mandates Part 1: Magna Carta of	Joseph Vincent B. Peña	HR and Admin Services	HRAD	President, FOR A Communications	APO Production Unit	Via Zoom
February 23-24, 2021	GAD Legal Mandates Part 1: Magna Carta of	Ma. Theresa S. Ronquillo	HR and Admin Services	HRAD	President, FOR A Communications	APO Production Unit	Via Zoom



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February 23, 2021	GAD Legal Mandates Part 1	Arlene D. Zoleta	HR and Admin Services	HRAD	President, FOR A Communications	APO Production Unit	Via Zoom
February 23, 2021	GAD Legal Mandates Part 1	Belinda Z. Borla	HR and Admin Services	HRAD	President, FOR A Communications	APO Production Unit	Via Zoom
February 23, 2021	GAD Legal Mandates	Arlene D. Zoleta	HR and Admin Services	HRAD	President, FOR A Communications	APO Production Unit	Via Zoom
February 23, 2021	GAD Legal Mandates	Belinda Z. Borla	HR and Admin Services	HRAD	President, FOR A Communications	APO Production Unit	Via Zoom
February 24, 2021	GAD Legal Mandates	Arlene D. Zoleta	HR and Admin Services	HRAD	President, FOR A Communications	APO Production Unit	Via Zoom
February 24, 2021	GAD Legal Mandates	Belinda Z. Borla	HR and Admin Services	HRAD	President, FOR A Communications	APO Production Unit	Via Zoom



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March 16, 2021	Advance Excel/Shortcuts	Jeminisse A. Timan	HR and Admin Services	HRAD	P&A Grant Thorton		MS Teams
March 25, 2021	Asean Learning Session	Jeminisse A. Timan	HR and Admin Services	HRAD	P&A Grant Thorton		MS Teams
March 30, 2021	Brownbag Session	Jeminisse A. Timan	HR and Admin Services	HRAD	P&A Grant Thorton		MS Teams
March 26, 2021	Brownbag Session	Jeminisse A. Timan	HR and Admin Services	HRAD	P&A Grant Thorton		MS Teams
October 4-29, 2021	Data Protection Officers	Rex Francine M. Ferrer	HR and Admin Services	HRAD	UP Digital Freedom Network	UP Los Baños	On Site
November 24-26, 2021	2021 Freedom of Information Summit and	Rex Francine M. Ferrer	HR and Admin Services	HRAD	PCOO	Cebu City	On Site



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December 3, 2021	APO GFPS Plans and Budget 2022	Rex Francine M. Ferrer	HR and Admin Services	HRAD	APO Production Unit, Inc.	Bagac, Bataan	On Site